

1-339: 1FD4 Relationships with Academic & Clinical Agencies I Sched of Nursing

1F - Relationships with Academic & Clinical Agencies

D - Clinical Agencies Receiving NQH Students

- 4. McLean Hospital, 1961-1979



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AGREEMENT OF AFFILIATION
between
McLEAN HOSPITAL SCHOOL OF NURSING
and

Massachusetts General

HOSPITAL SCHOOL OF NURSING

Boston,

MASSACHUSETTS

THE SAID SCHOOLS MUTUALLY AGREE TO AN AFFILIATION UNDER THE
FOLLOWING CONDITIONS:

LENGTH
DATE
NUMBER
REPORTING

Every thirteen weeks during the year 1961, three year basic students (the number to be mutually agreed upon) will be accepted for a period of ninety-one (91) days experience in Psychiatric Nursing.

The change date will be on a Monday, except when a holiday falls on that date, then the change date will be on Tuesday. The change dates for the year 1961 will be: Monday, February 27, Monday, May 29, Monday, August 28, and Monday, November 27.

MAINTENANCE

Students will receive full maintenance consisting of suitable living quarters in the Nurses' Home, board and laundry. Married students may live outside of the residence, without reimbursement.

HEALTH
TIME
ALLOWANCE

Students will be cared for during minor physical and emotional illness, and the supervisor of health at McLean will talk immediately with the supervisor of health at the respective student's home school. * If the health supervisor is not available, word will be left, so that she may return the call.

In cases of serious illness, the Home School will be notified at once and the student returned to the

Massachusetts General Hospital, if desirable.

An allowance of seven days will be made for the time lost during illness provided this does not interfere with the completion of classes or required experience. All other time must be made up at McLean Hospital unless other arrangements are made with the respective home school.

PREREQUISITES

The Home School will send to the Affiliating School, at least two weeks prior to the admission date of the students, data indicated on the application forms provided by the McLean Hospital School of Nursing.

In as far as possible students should have been enrolled at least twelve (12) months in the School of Nursing and successfully completed courses in Psychology, Sociology and Medical and Surgical Nursing.

Each student will have had a physical examination and a tuberculin test or chest X-ray within the period of a year prior to this affiliation.

* (At Massachusetts General Hospital, talk with the coordinator on call for the school, after 5:00 P.M. and on weekends).

PREREQUISITES - Continued

Each student will be provided with a copy of the textbook selected by the Faculty of the Affiliating School prior to the beginning of the affiliation.

CURRICULUM GRADING SYSTEM

Approximately eighty (80) hours (including examinations) of formal instruction will be given each student under the supervision of a qualified psychiatric nursing instructor. All instructors contributing to this program will be qualified in their special fields. The integrated course will include: Orientation to the Psychiatric Affiliation, Psychiatry and Psychiatric Nursing, Treatment and Therapeutic Methods, and Social and Preventive Aspects of Mental Illness.

A minimum of twenty-six (26) hours clinical instruction will be given during the thirteen-week period under the supervision of qualified clinical instructors in psychiatric nursing.

In addition five hours of correlated instruction in nutrition will be given each student.

The grading system shall be the same as that used in the McLean Hospital School of Nursing, seventy per cent (70%) being the passing grade.

The National League for Nursing Achievement Test in Psychiatric Nursing will be administered to the affiliating students prior to their return to their Home School. The Home School will assume the cost of administering the tests. Results of the test will be made known to the Home School.

CLINICAL EXPERIENCE

Clinical experience shall be offered only under supervision of graduate nurses currently registered in Massachusetts.

During the thirteen week period each student will have either one (1) thirteen week assignment or two (2) assignments -- one (1) for seven weeks and one (1) for six weeks, dependent upon the nature of the assignment and the educational value to the student. Both men and women's services will be utilized. Experience in the somatic and activities therapies will be integrated in the clinical assignment(s). A minimum of two days of nutritional experience will be included in the thirteen week assignment(s).

Students will be assigned a maximum of eight hours a day, 40 hour week, classes included. Each student will be allowed two full days free from assignments.

A full day, free of assignments, will be allowed for the following holidays: New Years, Washington's Birthday, Patriot's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving and Christmas, if they fall within the clinical assignment.

Students may have evening assignments on the average of one per week, but not to exceed a total of thirteen during the entire affiliation.

CLINICAL
EXPERIENCE (continued)

A record of Clinical Instruction and Experience will be kept by the student and sent with the final record to the Home School.

EMPLOYMENT

Employment of students will be in accordance with the policies of the Home School.

STUDENT
ASSOCIATION

All affiliates will be associate members (free from dues) of the Student Association and shall have voting representation on the Student Council. They will be accorded the same privileges and abide by the same policies as the active members.

POLICIES

All disciplinary and other matters not handled by the Student Association will be in accordance with the policies of the McLean Hospital School of Nursing. Exceptional cases will be referred to the Director of the Home School.

BREAKAGE

There will be no charge for breakage.

SUMMARY
RECORDS

McLean Hospital School of Nursing will furnish the Home School with a summary of each student's record. In as far as possible, the records will be forwarded to the respective Home School within six weeks following the completion of the affiliation. The home school may call for ratings on certain students at the completion of the affiliation.

TERMINATION

The aforesaid affiliation may be discontinued by either school at any time upon giving a three months' notice in writing.

RENEWAL OF
CONTRACTS

This contract shall remain in force one year, beginning January 1, 1961. Contracts will be jointly planned and renewed in as far as possible in November for the following year.

Signed Margaret C. Tabbetts
Director of School of Nursing and
Nursing Service
McLean Hospital

Signed Ruth Sleeper
Director, School of Nursing and
Nursing Service

Mass. General Hospital

Signed Joseph P. Greeby
Administrator - McLean Hospital

Signed Dean A. Clark
Director

Massachusetts General Hospital

DATED December 30, 1960

March 28, 1962

Miss Margaret C. Tibbetts, Director
School of Nursing and Nursing Service
McLean Hospital
Waverley, Mass.

Dear Miss Tibbetts:

I am returning the contract to ask if you would look again please at the number of evenings. When you take 13 evenings (if I understand it correctly the students with you have 2 days off, 1 class day, and then 3 ward days) it actually comes to one more than three weeks in student time. We would like very much to ask your consideration of 10 evenings. We think this is more equitable in the over-all distribution of evening assignments.

I realize you feel they get a great deal from their evenings, but this is true in other parts of their experience too. I have made one small editorial change on the paper, since the Coordinator to be contacted is of the School and not of the Hospital. Otherwise, I think this is very satisfactory.

Sincerely yours,

Ruth Sleeper, R.N.
Director of the School of Nursing
and Nursing Service

Enc.
RS:BF

March 28, 1962

Miss Margaret C. Tibbets, Director
School of Nursing and Nursing Service
Molten Hospital
Waverley, Mass.

Dear Miss Tibbets:

I am returning the contract to ask if you would look again please at the number of evenings. When you take 13 evenings (if I understand it correctly the students with you have 2 days off, 1 class day, and then 3 ward days) it actually comes to one more than three weeks in student time. We would like very much to ask your consideration of 10 evenings. We think this is more equitable in the over-all distribution of evening assignments.

I realize you feel they get a great deal from their evenings, but this is true in other parts of their experience too. I have made one small editorial change on the paper, since the Coordinator to be contacted is of the School and not of the Hospital. Otherwise, I think this is very satisfactory.

Sincerely yours,

Ruth Slesper, R.N.
Director of the School of Nursing
and Nursing Service

Enc.
RS:BT

AGREEMENT OF AFFILIATION
between
McLEAN HOSPITAL SCHOOL OF NURSING
and
MASSACHUSETTS GENERAL HOSPITAL SCHOOL OF NURSING
BOSTON, MASSACHUSETTS

THE SAID SCHOOL MUTUALLY AGREES TO AN AFFILIATION UNDER THE
FOLLOWING CONDITIONS:

LENGTH
DATE
NUMBER
REPORTING

Four times during the school year 1967-1968, three year basic students (the number to be mutually agreed upon) will be accepted for a period of eighty-three (83) days for experience in Psychiatric Nursing.

The reporting dates will be on a Monday, except when a holiday falls on that date, then the reporting date will be on Tuesday. The reporting dates will be: Monday, August 28, 1967; Monday, November 20, 1967; Monday, February 12, 1968; Monday, May 6, 1968. The reporting time will be 1:30 P.M. Wearing apparel is optional - uniform or street clothes. The name pin is required.

Final day of affiliation will be on a Sunday; therefore students should be placed on the home school roster on Monday. Provision may be made for individual students to remain at the affiliating school Sunday night, if necessary.

TUITION

Tuition will be \$75.00 for each student. (The cost of administering the National League For Nursing Achievement Test in Psychiatric Nursing and field trip expenses is included in the tuition.)

MAINTENANCE

Students will receive full maintenance consisting of suitable living quarters in the Nurses' Home, board and laundry. Married students may live outside of the residence, without reimbursement. Other students may live at home, without reimbursement, if permission is obtained from the home school. A room will be made available to such students, if necessary.

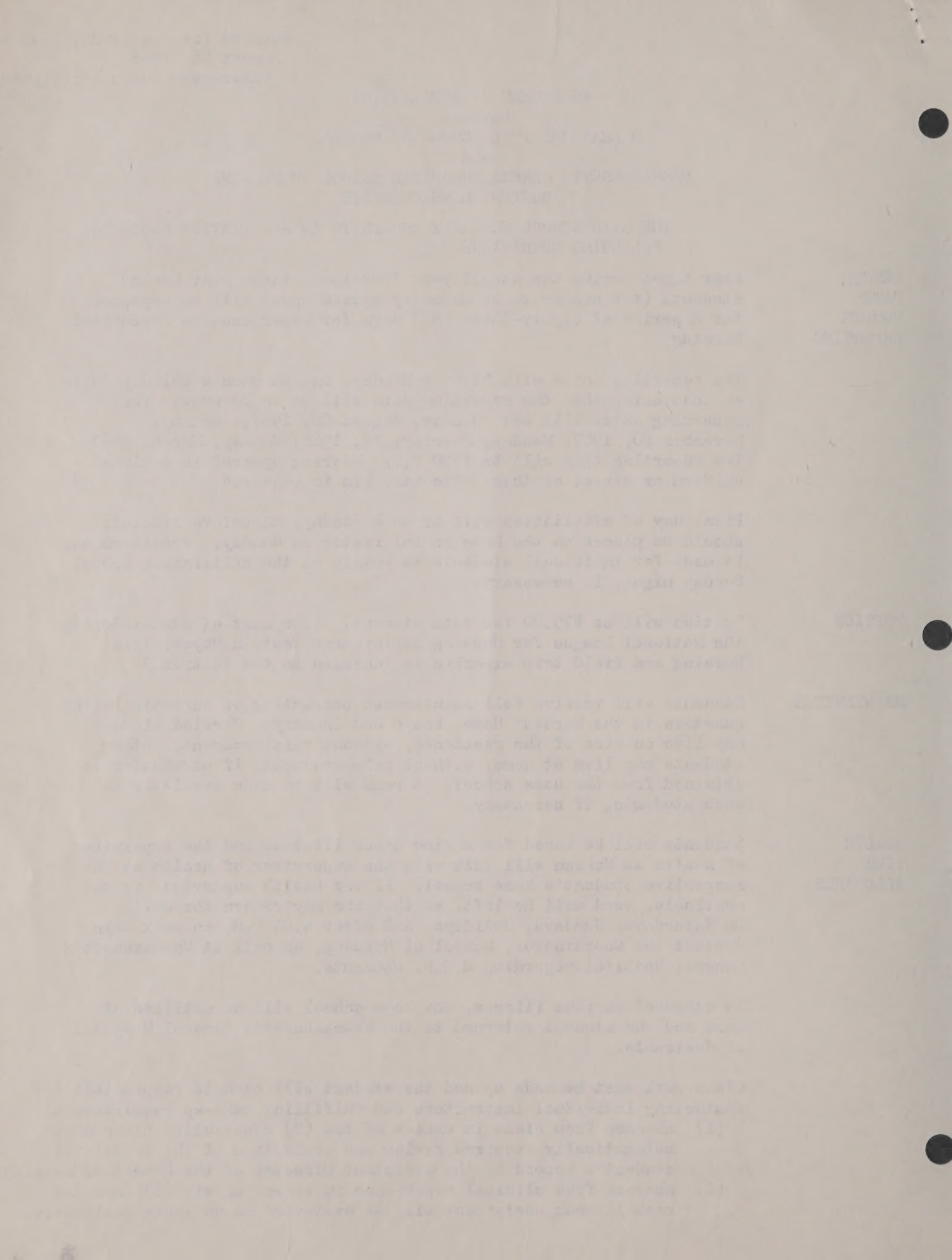
HEALTH
TIME
ALLOWANCE

Students will be cared for during minor illness, and the supervisor of health at McLean will talk with the supervisor of health at the respective student's home school. If the health supervisor is not available, word will be left, so that she may return the call. On Saturdays, Sundays, Holidays, and after 4:00 P.M. on week days contact the Coordinator, School of Nursing, on call at Massachusetts General Hospital regarding M.G.H. students.

In cases of serious illness, the home school will be notified at once and the student returned to the Massachusetts General Hospital, if desirable.

Class work must be made up and the student will be held responsible for contacting individual instructors and fulfilling make-up requirements.

- (1) absence from class in excess of two (2) consecutive class days automatically requires review and evaluation of the individual student's record by the Assistant Director of the School of Nursing.
- (2) absence from clinical experience in excess of six (6) days for each 12 week assignment will be evaluated on an individual basis.



PREREQUISITES

The Home School will send to the Affiliating School, at least three weeks prior to the admission date of the students, data indicated on the application forms provided by the McLean Hospital School of Nursing.

In as far as possible, students should have been enrolled at least twelve (12) months in the School of Nursing and successfully completed courses in Psychology, Sociology and Medical and Surgical Nursing.

Each student will have had a physical examination and a tuberculin test or chest x-ray within the period of one year prior to this affiliation.

Each student will purchase a copy of the textbook selected by the Faculty of the Affiliating School prior to the beginning of the affiliation.

CURRICULUM GRADING SYSTEM

Approximately one hundred and sixteen (116) hours of instruction (class and clinical) will be given each student under the supervision of a qualified psychiatric nursing instructor. All instructors contributing to this program will be qualified in their special fields. The integrated course will include: Orientation to the Psychiatric Affiliation, Psychiatry and Psychiatric Nursing, Treatment and Therapeutic Methods, and Social and Contemporary Aspects of Mental Illness.

A psychiatric nursing instructor will go to the home school to hold an orientation class with each group of students prior to their affiliation. Arrangements will be made in advance.

The grading scale shall be the same as that used in the McLean Hospital School of Nursing, seventy percent (70%) being the passing grade.

The National League For Nursing Achievement Test in Psychiatric Nursing will be administered to the affiliating students prior to their return to their home school. Results of the test will be known to the home school.

CLINICAL EXPERIENCE

During the twelve (12) week period each student will have approximately two hundred and thirty-six (236) hours of clinical experience under the direction of psychiatric nursing instructors. Up to eighty (80) hours of evening assignment may be included in the clinical practice hours, dependent upon learning experiences. In addition, approximately ninety (90) hours will be allowed for projects, independent study and group work.

A student will be assigned to one clinical area for the total twelve (12) week period, unless indicated otherwise. Both men and women's services will be utilized. Experience in the diet, somatic and activity therapies will be integrated in the clinical assignment(s).

Instruction and clinical experience, together, shall not exceed forty hours per week, and eight hours in one day. Each student will have two full days free from assignments.

A full day, free of assignments, will be allowed for the following holidays: New Years, Washington's Birthday, Patriot's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving and Christmas, if they fall within the clinical assignment.

EMPLOYMENT Employment of students will be in accordance with the policies of the home school and subject to the policies of the affiliating agency.

STUDENT ASSOCIATION All affiliates will be Associate Members (free from dues) of the Student Association and shall have voting representation on the Student Council. They will be accorded the same privileges and abide by the same policies as the active members.

POLICIES All disciplinary and other matters not handled by the Student Association will be in accordance with the policies of the McLean Hospital School of Nursing. Exceptional cases will be referred to the Director of the home school.

RECORDS AND REPORTS McLean Hospital School of nursing will furnish the home school with a summary of each student's record (classroom and clinical.) In as far as possible, the records will be forwarded to the respective home school within six weeks following the completion of the affiliation.

TERMINATION The aforesaid affiliation may be discontinued by either school at any time upon giving a one years notice in writing.

RENEWAL OF CONTRACTS This contract shall remain in force one year, beginning August 28, 1967. Contracts will be jointly planned and renewed annually.

NOTICE OF CHANGES IN CONTRACT One years notice will be given, in writing, for any major changes in the contract.

Signed *Wilda Mertz*
Director, School of Nursing and
Nursing Service - McLean Hospital

Signed *Marlene Pichard*
Director, School of Nursing
Massachusetts General Hospital

Signed *Thomas A. French*
Director - McLean Hospital

Signed *John H. Knowles*
Director - Massachusetts General
Hospital

Dated Sept 22, 1967

ARTICLE I

STUDENT
ASSOCIATION

POLICIES

RECORDS
AND
REPORTS

TERMINATION

RENEWAL OF
CONTRACTS

NOTICE OF
CHANGES IN
CONTRACT

Assignment of students shall be in accordance with the following:
The same shall be subject to the policies of the following:

All students will be assigned to the following:
Student Association and shall have voting representation in the
Student Council. They will be assigned the same privileges and will
be the same policies as the other students.

All disciplinary and other matters not handled by the Student Association
will be in accordance with the policies of the Student Hospital School of
Nursing. Hospital cases will be referred to the Director of the
School.

Student Hospital School of Nursing will furnish the same school with
a summary of each student's record (academic and clinical). In no
case will the results be furnished to the hospital. The results will be
furnished within six weeks following the completion of the assignment.

The student's affiliation may be discontinued by either school at any
time upon giving a one year notice in writing.

This contract shall remain in force and effect, beginning August 15, 1961.
Contracts will be jointly renewed and renewed annually.

One year notice will be given, in writing, for any major changes in
the contract.

Signed _____
Director, School of Nursing and
Nursing Services - Student Hospital

Signed _____
Director, School of Nursing
Massachusetts General Hospital

Signed _____
Director - Student Hospital

Signed _____
Director - Massachusetts General
Hospital

Dated 2-14-61

Statement of Agreement
between
McLean Hospital
and
Massachusetts General Hospital
Boston, Massachusetts

The McLean Hospital and Massachusetts General Hospital herewith enter into the following agreements relating to the diploma nursing program the Massachusetts General Hospital is sponsoring:

1. The McLean Hospital shall make available to the students selected clinical facilities, including the Hospital libraries, classrooms and conference rooms, to be used for educational purposes. The time periods for orientation and clinical experience during the school year 1968-69 are as follows:
September 2, 1968-November 8, 1968; November 25, 1968-January 31, 1969; February 17, 1969-April 25, 1969; and May 12, 1969-July 18, 1969.
2. The Massachusetts General Hospital (hereforth referred to as the home hospital) shall assume the responsibility of providing competent instructors who shall be well qualified, registered professional nurses. The ratio of instructors to students shall be approximately one instructor to every eight students or fraction thereof. The home hospital shall also assume the responsibility and supervision for classroom and clinical experiences of the nursing students, augmented by such lectures and demonstrations, if any, can be arranged by the instructors with professional personnel associated with McLean Hospital.
3. Prior to the educational experience and continuous with it, there shall be close planning between the appropriate hospital nursing staff and the instructors. Conferences shall be arranged, as necessary, for evaluating the learning experiences.
4. The McLean Hospital agrees to provide office space for the instructors and a suitable dressing room for the use of the students. Any charge for such space will be minimal and in mutual agreement between the administrators of the respective hospitals. McLean Hospital also agrees to permit the instructors and students to purchase meals in the Hospital cafeteria at the same rates charged hospital personnel.
5. In emergency health situations the McLean Hospital shall provide immediate care. The home hospital shall be notified immediately so that the student can be transferred to the required facility.

Memorandum of Agreement
between
Boston Hospital
and
Massachusetts General Hospital
Boston, Massachusetts

The Boston Hospital and Massachusetts General Hospital hereby enter into the following agreement relating to the clinical training program for the Massachusetts General Hospital in cooperation:

1. The Boston Hospital shall make available to the students selected clinical facilities, including the hospital library, classroom and conference rooms, to be used for educational purposes. The clinical facilities shall be available to the students during the period from 1968-69 to 1970-71 as follows:
September 1, 1968-November 30, 1968; November 1, 1968-January 31, 1969; February 1, 1969-April 30, 1969; and May 1, 1969-July 31, 1969.
2. The Massachusetts General Hospital (hereinafter referred to as the "Mass General") shall assume the responsibility of providing competent instructors who shall be well qualified, experienced professional persons. The ratio of instructors to students shall be approximately one instructor to every eight students or fraction thereof. The Mass General shall also assume the responsibility and supervision for classroom and clinical experience of the training students, as well as the responsibility for the students' academic progress. The Mass General shall be responsible for the students' academic progress, as well as the responsibility for the students' academic progress.
3. Prior to the educational experience and continuing with it, there shall be close planning between the appropriate hospital training staff and the instructor. Continuity shall be maintained, as necessary, for evaluating the learning experience.
4. The Boston Hospital agrees to provide office space for the instructors and a suitable training room for the use of the students. Any change for such space will be minimal and in no event shall the change be more than a minor adjustment. The Massachusetts General Hospital shall agree to provide the instructors and students in accordance with the hospital's policy of the same rates charged hospital personnel.
5. In emergency health situations the Boston Hospital shall provide immediate care. The Mass General shall be notified immediately so that the students can be transferred to the required facility.

6. Agreements between the two aforesaid parties will be jointly planned and renewed annually.
7. Either party may terminate the contract upon giving a one years notice in writing. One year's notice also will be given, in writing, for any major changes in the agreement.

Date October 3, 1967

Massachusetts General Hospital

✓ By John H. Kemple

Title General Director

Date _____

McLean Hospital

By ✓ Alvin - Lerner

Title _____

MASSACHUSETTS GENERAL HOSPITAL
SCHOOL OF NURSING

PLAN FOR THE PSYCHIATRIC NURSING COURSE
EFFECTIVE SEPTEMBER 1968

The closing of the McLean Hospital School of Nursing in June 1968 has necessitated new plans for the course in Psychiatric Nursing effective September 1968. Because we value the experiences offered at McLean Hospital, and since that agency wishes to have appropriate nursing education programs avail themselves of the facilities at McLean, our plan is to do so, providing our own teaching staff and program. A contract was signed in October 1967, outlining the nature of the new agreement (September 1968) between McLean Hospital and the Massachusetts General Hospital School of Nursing.

This was preceded by 4 interagency exploratory and planning meetings; as well as planning meetings on various levels between the faculties of the Schools of Nursing at McLean Hospital and Massachusetts General Hospital. Tentative plans were worked out in meetings of the Curriculum Committee, Executive Committee and discussed at Faculty Meeting. A meeting was held at Massachusetts General Hospital School of Nursing on June 14, 1967, of the McLean Hospital School of Nursing and Massachusetts General Hospital School of Nursing faculties to further identify the needs of our students, to consider the integration of psychiatric principles throughout the program and to pre-plan.

Recruitment activities were begun for four qualified psychiatric nursing instructors to join the faculty May 1968. One has been appointed. Five others have been interviewed thus far with several of this group being considered. The appointed faculty will be responsible for further developing, working out the details, and implementing the curriculum.

The plan is that about 28 students, (one fourth the class) will be involved at one time; with a ratio of one instructor for 14-28 students in the class room and one instructor for 4 or 5 students in the clinical area and conferences.

Students will live and have most of their classes at the home school, commuting by public transportation to McLean, about ten miles away, for clinical assignment and observation. During the twelve weeks, students will have an orientation of two weeks including observation at McLean. The next eight weeks will involve 2 days per week of clinical assignment and conferences at McLean, and 3 days per week of class, independent study, projects, field trips. During the last two weeks students will have opportunity under the guidance of the psychiatric nursing instructors to observe patients under "normal" stress in the General Hospital and to attempt to meet their needs using the knowledge, skill, and insights developed during the more concentrated experience at McLean. Students will not be assigned to the Psychiatric Unit of the General Hospital during these two weeks, but to a medical or surgical floor - for example, to patients who have been noticeably withdrawn, or demanding, or anxious. Possibly they may visit community agencies cooperating in the care of psychiatric patients; for example, the Alcoholic Clinic whose research program has been greatly expanded (many patients in the General Hospital do have alcoholism among their problems). During these weeks there will be 2 or 3 days of clinical experience

along with 2 or 3 days of class. For more than twenty years the faculty has urged the desirability of this integration of basic psychiatric principles in the care of the non-psychiatric patient in the General Hospital.

It is anticipated that in this twelve week course there will be 116 hours of class and 240 hours of clinical instruction, a total of 356 hours of instruction.

Statement of Agreement

between

McLean Hospital

and

Massachusetts General Hospital

Boston, Massachusetts

The McLean Hospital and Massachusetts General Hospital herewith enter into the following agreements relating to the diploma nursing program the Massachusetts General Hospital is sponsoring:

1. The McLean Hospital shall make available to the students selected clinical facilities, including the Hospital libraries, classrooms and conference rooms, to be used for educational purposes. The time periods for orientation and clinical experience during the school year 1969-1970 are as follows:

September 8, 1969-November 14, 1969; December 1, 1969-February 6, 1970; February 23, 1970-May 1, 1970;
and May 18, 1970-July 24, 1970.
2. The Massachusetts General Hospital (hereforth referred to as the home hospital) shall assume the responsibility of providing competent instructors who shall be well qualified, registered professional nurses. The ratio of instructors to students shall be approximately one instructor to every eight students or fraction thereof. The home hospital shall also assume the responsibility and supervision for classroom and clinical experiences of the nursing students, augmented by such lectures and demonstrations, if any as can be arranged by the instructors with professional personnel associated with McLean Hospital.
3. Prior to the educational experience and continuous with it, there shall be close planning between the appropriate hospital nursing staff and the instructors. Conferences shall be arranged, as necessary, for evaluating the learning experiences.
4. The McLean Hospital agrees to provide office space for the instructors and a suitable dressing room for the use of the students. Any charge for such space will be minimal and in mutual agreement between the administrators of the respective hospitals. McLean Hospital also agrees to permit the instructors and students to purchase meals in the Hospital cafeteria at the same rates charged hospital personnel.
5. In emergency health situations the McLean Hospital shall provide immediate care. The home hospital shall be notified immediately so that the student can be transferred to the required facility.

Statement of Agreement

between

McLean Hospital

and

Massachusetts General Hospital

Boston, Massachusetts

The McLean Hospital and Massachusetts General Hospital herewith enter into the following agreements relating to the diploma nursing program the Massachusetts General Hospital is sponsoring:

1. The McLean Hospital shall make available to the students selected clinical facilities, including the Hospital library, classrooms and conference rooms, to be used for educational purposes. The time periods for orientation and clinical experience during the school year 1969-1970 are as follows:

September 8, 1969-November 14, 1969; December 1, 1969-February 6, 1970; February 23, 1970-May 1, 1970; and May 18, 1970-July 24, 1970.

2. The Massachusetts General Hospital (hereafter referred to as the home hospital) shall assume the responsibility of providing competent instructors who shall be well qualified, registered professional nurses. The ratio of instructors to students shall be approximately one instructor to every eight students or fraction thereof. The home hospital shall also assume the responsibility and supervision for classroom and clinical experience of the nursing students, arranged by such lectures and demonstrations, if any as can be arranged by the instructors with professional personnel associated with McLean Hospital.

3. Prior to the educational experience and conference with it, there shall be close planning between the appropriate hospital nursing staff and the instructors. Conferences shall be arranged, as necessary, for evaluating the learning experiences.

4. The McLean Hospital agrees to provide office space for the instructors and a suitable dressing room for the use of the students. Any charge for such space will be minimal and in mutual agreement between the administrators of the respective hospitals. McLean Hospital also agrees to permit the instructors and students to purchase meals in the Hospital cafeteria at the same rates charged hospital personnel.

5. In emergency health situations the McLean Hospital shall provide immediate care. The home hospital shall be notified immediately so that the student can be transferred to the required facility.

6. Agreements between the two aforesaid parties will be jointly planned and renewed annually.
7. Either party may terminate the contract upon giving a one year's notice in writing. One year's notice also will be given, in writing, for any major changes in the agreement.

Date September 8, 1969

Massachusetts General Hospital

By J. L. H. Knowles

Title _____

Date August 20, 1969

McLean Hospital

By James A. Smith

Title Director

Esquire Union

MADE IN U.S.A.

- 6. Agreements between the two aforesaid parties will be jointly planned and renewed annually.
- 7. Either party may terminate the contract upon giving a one year's notice in writing. One year's notice also will be given, in writing, for any major changes in the agreement.

Massachusetts General Hospital

Dr. H. H. Fowler
Title _____

Date September 8, 1967

McLean Hospital

Dr. [Signature]
Title Director

Date August 20, 1969

Statement of Agreement

between

McLean Hospital

and

Massachusetts General Hospital

Boston, Massachusetts

The McLean Hospital and Massachusetts General Hospital herewith enter into the following agreements relating to the diploma nursing program the Massachusetts General Hospital is sponsoring:

1. The McLean Hospital shall make available to the students selected clinical facilities, including the Hospital libraries, classrooms and conference rooms, to be used for educational purposes. The time periods for orientation and clinical experience during the school year 1970-1971 are as follows:

September 8, 1970-November 29, 1970; November 30, 1970-February 21, 1971; March 1, 1971-May 23, 1971; and May 24, 1971-August 15, 1971.

2. The Massachusetts General Hospital (henceforth referred to as the home hospital) shall assume the responsibility of providing competent instructors who shall be well qualified, registered professional nurses. The ratio of instructors to students shall be approximately one instructor to every eight students or fraction thereof. The home hospital shall also assume the responsibility and supervision for classroom and clinical experiences of the nursing students, augmented by such lectures and demonstrations, if any as can be arranged by the instructors with professional personnel associated with McLean Hospital.
3. Prior to the educational experience and continuous with it, there shall be close planning between the appropriate hospital nursing staff and the instructors. Conferences shall be arranged, as necessary, for evaluating the learning experiences.
4. The McLean Hospital agrees to provide office space for the instructors and a suitable dressing room for the use of the students. Any charge for such space will be minimal and in mutual agreement between the administrators of the respective hospitals. McLean Hospital also agrees to permit the instructors and students to purchase meals in the Hospital cafeteria at the same rates charged hospital personnel.
5. In emergency health situations the McLean Hospital shall provide immediate care. The home hospital shall be notified immediately so that the student can be transferred to the required facility.

6. Agreements between the two aforesaid parties will be jointly planned and renewed annually.
7. Either party may terminate the contract upon giving a one year's notice in writing. One year's notice also will be given, in writing, for any major changes in the agreement.

Date Oct. 9, 1970

Massachusetts General Hospital

By John H. Knowles

Title General Director

Date October 14, 1970

McLean Hospital

By Sharon L. Lerner

Title _____

Statement of Agreement

between

McLean Hospital

and

Massachusetts General Hospital

Boston, Massachusetts

The McLean Hospital and Massachusetts General Hospital herewith enter into the following agreements relating to the diploma nursing program the Massachusetts General Hospital is sponsoring:

1. The McLean Hospital shall make available to the students selected clinical facilities, including the Hospital libraries, classrooms and conference rooms, to be used for educational purposes. The time periods for orientation and clinical experience during the school year 1971-1972 are as follows:

September 7, 1971-November 12, 1971; November 22, 1971-December 23 and January 3, 1972-February 4, 1972;
February 22, 1972-April 28, 1972; May 8, 1972-July 14, 1972.
2. The Massachusetts General Hospital (henceforth referred to as the home hospital) shall assume the responsibility of providing competent instructors who shall be well qualified, registered professional nurses. The ratio of instructors to students shall be approximately one instructor to every eight students or fraction thereof. The home hospital shall also assume the responsibility and supervision for classroom and clinical experiences of the nursing students, augmented by such lectures and demonstrations, if any as can be arranged by the instructors with professional personnel associated with McLean Hospital.
3. Prior to the educational experience and continuous with it, there shall be close planning between the appropriate hospital nursing staff and the instructors. Conferences shall be arranged, as necessary, for evaluating the learning experiences.
4. The McLean Hospital agrees to provide office space for the instructors and a suitable dressing room for the use of the students. Any charge for such space will be minimal and in mutual agreement between the administrators of the respective hospitals. McLean Hospital also agrees to permit the instructors and students to purchase meals in the Hospital cafeteria at the same rates charged hospital personnel.
5. In emergency health situations the McLean Hospital shall provide immediate care. The home hospital shall be notified immediately so that the student can be transferred to the required facility.

Statement of Agreement

between

McLean Hospital

and

Massachusetts General Hospital

Boston, Massachusetts

The following agreements relating to the diploma nursing program the Massachusetts General Hospital is sponsoring:

1. The McLean Hospital shall make available to the students selected clinical facilities, including the Hospital libraries, classrooms and conference rooms, to be used for educational purposes. The time periods for orientation and clinical experience during the school year 1971-1972 are as follows:

September 7, 1971-November 12, 1971; November 22, 1971-December 23 and January 3, 1972-February 4, 1972; February 22, 1972-April 26, 1972; May 6, 1972-July 14, 1972.

2. The Massachusetts General Hospital (hereafter referred to as the home hospital) shall assume the responsibility of providing competent instructors who shall be well qualified, registered professional nurses. The ratio of instructors to students shall be approximately one instructor to every eight students or fraction thereof. The home hospital shall also assume the responsibility and supervision for classroom and clinical experiences of the nursing students, augmented by such lectures and demonstrations, if any as can be arranged by the instructors with professional personnel associated with McLean Hospital.

3. Prior to the educational experience and continuous with it, there shall be close planning between the appropriate hospital nursing staff and the instructors. Conferences shall be arranged, as necessary, for evaluating the learning experiences.

4. The McLean Hospital agrees to provide office space for the instructors and a suitable dressing room for the use of the students. Any charge for such space will be minimal and in mutual agreement between the administrators of the respective hospitals. McLean Hospital also agrees to permit the instructors and students to purchase meals in the Hospital cafeteria at the same rates charged hospital personnel.

5. In emergency health situations the McLean Hospital shall provide immediate care. The home hospital shall be notified immediately so that the student can be transferred to the required facility.

6. Agreements between the two aforesaid parties will be jointly planned and renewed annually.
7. Either party may terminate the contract upon giving a one year's notice in writing. One year's notice also will be given, in writing, for any major changes in the agreement.

Date _____

Massachusetts General Hospital

By _____

Title General Director

Date _____

McLean Hospital

By _____

Title _____

6. Agreements between the two aforesaid parties will be jointly planned and renewed annually.

7. Either party may terminate the contract upon giving a one year's notice in writing. One year's notice also will be given, in writing, for any changes in the agreement.

Massachusetts General Hospital

The Date _____

Chief General Director

McLean Hospital

Date _____

Title

1. The purpose of this agreement is to provide for the continued cooperation and collaboration between the two aforesaid parties in the field of research and education in the field of mental illness. The parties agree to cooperate in the following manner: (a) to provide for the exchange of information and data; (b) to provide for the exchange of personnel; (c) to provide for the exchange of facilities; (d) to provide for the exchange of equipment; (e) to provide for the exchange of services; (f) to provide for the exchange of other resources.

2. The parties agree to cooperate in the following manner: (a) to provide for the exchange of information and data; (b) to provide for the exchange of personnel; (c) to provide for the exchange of facilities; (d) to provide for the exchange of equipment; (e) to provide for the exchange of services; (f) to provide for the exchange of other resources.

3. The parties agree to cooperate in the following manner: (a) to provide for the exchange of information and data; (b) to provide for the exchange of personnel; (c) to provide for the exchange of facilities; (d) to provide for the exchange of equipment; (e) to provide for the exchange of services; (f) to provide for the exchange of other resources.

4. The parties agree to cooperate in the following manner: (a) to provide for the exchange of information and data; (b) to provide for the exchange of personnel; (c) to provide for the exchange of facilities; (d) to provide for the exchange of equipment; (e) to provide for the exchange of services; (f) to provide for the exchange of other resources.

Statement of Agreement

Between

McLean Hospital

and

Massachusetts General Hospital

Boston, Massachusetts

The McLean Hospital and Massachusetts General Hospital herewith enter into the following agreements relating to the diploma nursing program the Massachusetts General Hospital is sponsoring:

1. The McLean Hospital shall make available to the students selected clinical facilities, including the Hospital libraries, classrooms and conference rooms, to be used for educational purposes. The time periods for orientation and clinical experience during the school year 1974-1975 are as follows:

September 3, 1974-November 8, 1974; November 18, 1974-December 20, 1974 and January 6, 1975-February 7, 1975;
February 17, 1975-April 25, 1975; May 5, 1975-July 11, 1975.
2. The Massachusetts General Hospital (henceforth referred to as the home hospital) shall assume the responsibility of providing competent instructors who shall be well qualified, registered professional nurses. The ratio of instructors to students shall be approximately one instructor to every eight students or fraction thereof. The home hospital shall also assume the responsibility and supervision for classroom and clinical experiences of the nursing students, augmented by such lectures and demonstrations, if any, as can be arranged by the instructors with professional personnel associated with McLean Hospital.
3. Prior to the educational experience, and continuous with it, there shall be close planning between the appropriate hospital nursing staff and the instructors. Conferences shall be arranged, as necessary, for evaluating the learning experiences.
4. The McLean Hospital agrees to provide office space for the instructors and a suitable dressing room for the use of the students. Any charge for such space will be minimal and in mutual agreement between the administrators of the respective hospitals. McLean Hospital also agrees to permit the instructors and students to purchase meals in the Hospital cafeteria at the same rates charged hospital Personnel.
5. In emergency health situations the McLean Hospital shall provide immediate care. The home hospital shall be notified immediately so that the student can be transferred to the required facility.

6. Agreements between the two aforesaid parties will be jointly planned and renewed annually.
7. Either party may terminate the contract upon giving a one year's notice in writing. One year's notice also will be given, in writing, for any major changes in the agreement.

Massachusetts General Hospital

Date 5/9/74

By Charles A. Anderson

Title General Director

McLean Hospital

Date 5/22/74

By Franklin

Title Director

MASSACHUSETTS GENERAL HOSPITAL SCHOOL OF NURSING

Summary of Partial Hospitalization Program

September 1975 - July 1976

6/30/76
To Miss Pehold

This summary is to report on the clinical experience that has been available to Massachusetts General Hospital School of Nursing students in the Partial Hospitalization Day Care program at McLean Hospital, Belmont, Massachusetts. This was the first year utilizing this placement; the dates are from September 2, 1975, to July 2, 1976, for three students' each nine-week clinical rotation. I will be discussing the advantages, disadvantages and changes which have been made during the course of this year.

Partial Hospital is an autonomous, open therapeutic milieu located in the new McLean Rehabilitation Center. Partial Hospital consists of a Day Program (Monday through Sunday, 7:30 a.m. to 5 p.m.), an Evening program (Monday through Sunday, 5 p.m. to 9:30 p.m.) and a Night care program in Appleton House (Monday through Sunday, 9:30 p.m. to 7:30 a.m.). The highest census of patients at Partial Hospital has been 108, with a daily average attendance of 30 patients.

The patient population at Partial Hospital is mixed male and female with an age range of 16 years to 70 years. The types of psychopathology encountered range from anxiety neurosis and character disorder to chronic undifferentiated schizophrenia and manic-depressive psychosis. Patients are required to be responsible for their own behavior, nonthreatening within the milieu, and willing to make a time commitment to their treatment program within the system. Should patients become assaultive, actively suicidal or unwilling to participate on any level in their program, they are discharged or admitted to an inpatient facility available, frequently McLean's own admission unit, North Belknap I, or whatever is appropriately recommended.

The Day Care program actively intervenes with patients through team meetings, group meetings and milieu activities. Each student nurse is assigned to one of the three teams which meet three times a week, 9 to 10 a.m., Monday and Friday, 3-4 p.m. on Wednesday. These teams consist of a psychiatrist, psychologist, social worker, psychiatric nurse, mental health worker, and attached students. Each team member takes active responsibility in the group and may have a primary manager role with one or more patients on that team. The psychiatrist assigned to the team deals with the medication orders and needs of his group. The psychiatric nurse administers these orders and gives feedback on the progress or ongoing needs of the patients, as well as takes responsibility for the functioning of the therapeutic milieu. The psychiatric nurse may lead groups, be a primary manager and share the joint responsibilities of the nurse supervisor role for the Day Care program. The student on each team participates in the team meetings and the staff discussion afterwards. He/she is responsible for negotiating his/her own role within the team in patient follow-up, group activities, community meetings, and interactions with individual staff. The course objectives require each student to select one individual patient for a relationship during the rotation, but this patient need not be selected from the student's own team.

The three student nurses have also been a part of the Day Care Outbound Program, which is two groups of patients who are selected for participation on a monthly basis in activities outside of the McLean grounds. These groups plan their own trips and follow through on participation and assessment of the trips which occur on Monday or Tuesday mornings. Two students have been assigned to the Outbound II (Tuesday) group which consists of a predominantly adolescent population,

whereas one student participates in the Outbound I (Monday) group which has an older patient age range.

There are a wide variety of milieu activities which are open to students beside their teams, Outbound and Community meetings which are held (Monday and Friday, 12 noon to 1 p.m.). Students have taken leadership roles within the milieu in poetry group, diet group, current events, music group and yoga.

Aside from the students' involvement in groups at Day Care, they have had ongoing learning experiences with a psychologist, social workers, and observation of groups from the Outpatient Clinic. Dr. Jan Surrey, a psychologist on Team 3 in Day Care, has spent an hour each rotation with students discussing the purpose and techniques involved in psychological testing. Mr. Lou Chagnon and Mrs. Susan Sawyer, social workers at Day Care, have been most generous in meeting with students in the first weeks of the rotation to discuss the role of the social worker and family dynamics. They have also met with students at the end of the rotation to clarify their impressions of patients' families and to augment their awareness of family issues pertinent to interactions in the total milieu. Students have had the option of observing behind a one-way mirror the development of an intake group over a three-week interval. This group is a part of the evaluation process at the McLean Outpatient Clinic; Dr. Enid Caldwell and Dr. Harry Penn have been the leaders of these groups during the course of this year. These groups have met Tuesday and Wednesday mornings, 9-11 a.m.

There are few disadvantages to Partial Hospitalization as a placement for Massachusetts General Hospital students. The availability of family contact for students remains limited, as families are rarely present in the milieu. Although students have frequent contact with social workers and individual patients to discuss family issues, they do not have a chance to observe family interactions firsthand. This will be implemented somewhat as Lou Chagnon, Sue Sawyer, and Helen Warren have agreed to allow students to sit in on family evaluation meetings when they are scheduled in the fall. This only partially remedies the problem as the frequency of these evaluations is uncertain. However, the availability of first-hand family interaction is a difficulty in most clinical placements and is not unique to Day Care.

The second ongoing difficulty has been the possibility of instructor observation and participation in team meetings. This was proposed and discussed in the fall, but it was felt by the staff overall that this would be detrimental to group process. The inability to attend these meetings has hampered to some extent the quality of the supervision the instructor is able to give students. Although the instructor is free to attend rehash, which is the staff discussion of the team meeting, one is still unable to observe group dynamics between patients, staff interaction, and student participation. In discussion of this arrangement throughout the year, it has been currently negotiated that the instructor at Partial Hospital next year will be introduced to staff and patients prior to student arrival at Day Care and that this instructor be active in each team in defining her role and in giving feedback to staff and patients during each rotation. I feel this will be a positive solution to the difficulty as long as expectations of staff and patients are made clear to the instructor. She will need to be open in sharing her perspective and expertise both with patients in group and in rehash. This will require an awareness of milieu and overall staff issues to overcome any uncertainty of staff as to the role of the instructor and her responsibilities to the Day Care program.

The advantages of placement of Massachusetts General Hospital student nurses at Partial Hospitalization are many and far outweigh any difficulties encountered this year. The milieu is able to accommodate three students each rotation quite nicely; there are numerous opportunities for students to involve themselves creatively with individual patients and in groups. The staff is quite cooperative in giving students guidance and support, as well as integrating them into the milieu overall. The Evening Program is willing to have Massachusetts General Hospital students visit and follow patients to Night Care at least once a rotation. (Any more than twice would compromise their Day Care team membership.) Family issues are dealt with within the limits of the milieu by supervision with staff social workers. The nature of Partial Hospital as a program is also advantageous in providing a learning experience for beginning, as well as advanced students. The amount of structure or autonomy can be readily adapted to meet individual student needs. I highly recommend Partial Hospital as an ongoing placement for Massachusetts General Hospital School of Nursing students.

I have some suggestions for maintaining the rapport with staff and patients in the Day Care program.

As this has been the initial year for placement of Massachusetts General Hospital students, acceptance of beginning nursing students and their instructor was somewhat tentative in September. This ambivalence was indicated in the reluctance of medical and nursing staff to allow the nursing instructor to participate or observe team meetings. The fall is always a stressful time for a psychiatric setting with many changes in programs available in addition to staff and patient turnover. So this could be somewhat anticipated to overcome this unawareness of the students' potential role and instructor expectations, frequent contact with the nurse-student coordinator, Miss Patti Egan, was helpful. However, it was through active participation in Day Care activities, individual contact with milieu staff, and attendance at staff meetings that attention to student behavior and credibility increased. Partial Hospital is composed of three parts as stated initially; however, each segment has its own staff and ancillary personnel. These less visible members of the staff often carry the most responsibility and control over decision making. Therefore, contact with these individuals: Dr. Steven Washburn, head administrative head of Partial Hospitalization, Dr. Steve Agular, clinical head of Day Care, Dr. Peter Choras, clinical head of Evening and Night Care, Miss Marguerite Conrad, assistant director of nursing for Partial Hospitalization, and Mrs. Helen Warren, Administrative Supervisor, Department of Social Work for Partial Hospitalization cannot be underestimated. The staff affiliated with rehabilitation vocational training, music workshop, craft workshop, and medical clinic are also critical to student flexibility in learning opportunities and for observation of nonrequired experiences, such as electroshock therapy.

It will be important that the Massachusetts General Hospital instructor at Partial Hospitalization be visible in the milieu and participatory in her involvement with staff. Through this role, she will become an accepted member of the group and become free to utilize many if not all therapeutic opportunities available, in addition to resources outside Partial Hospitalization itself.

*Respectfully Submitted,
Katherine J. Coquillotte*

MASSACHUSETTS GENERAL HOSPITAL SCHOOL OF NURSING
MENTAL HEALTH NURSING

7/20/76
N. Petzold
MP
file

This summary is to report on the clinical experience that has been available to Massachusetts General Hospital School of Nursing students on North Belknap I at McLean Hospital, Belmont, Massachusetts. This is the second year utilizing this clinical placement. The dates are from September 2, 1975, to July 2, 1976, for three students each nine-week clinical rotation. I will be discussing the advantages, disadvantages and changes which have been made in the course of this year.

North Belknap is a locked, inpatient admission unit. The patient capacity is eighteen patients, with an average daily census of fourteen to sixteen. The patient population is mixed male and female with an age range of 16 to 70 years. The types of psychopathology encountered are predominantly psychotic ranging from acute paranoid schizophrenia, manic-depressive illness, active suicidal, intent in severe depression, to assaultive antisocial behavior. Anxiety neurosis, phobic behavior, and character disorder are less frequently seen in admissions. During the last few months, North Belknap I has largely changed its focus from primarily an acute admission unit to a short-term treatment hall. This is in response to the type of admissions encountered and an ongoing need within McLean Hospital itself. This adjustment has gone on rather smoothly with greater satisfaction by staff in their patient care and in an increase in ongoing milieu activities. No drastic reorganization of staff or milieu took place as turnover on some admissions is still frequent. The Massachusetts General Hospital student nurse learning experience did not need to be restructured as a result.

The treatment modality and weekly schedule are the following: admissions to North Belknap I are pre-arranged through the McLean Admission Office allowing for approximately two admissions per day. The patient and his family or significant others are interviewed by members of the McLean medical staff, where a decision is made whether or not to admit the patient directly to North Belknap I or to another McLean treatment hall. The family of the patient is then interviewed by an admission social worker who gathers further data on family dynamics and financial status. The patient is then oriented to North Belknap I by members of the hall staff. The average length of stay on North Belknap I is one week. The patient is then either assessed as a short-term patient whereas he/she would remain on the unit for treatment (4-6 weeks) or transferred to a treatment hall for a longer period of time. The primary method of payment for hospital services is through insurance. Most current psychiatric coverage is for from 30 to 90 days inpatient care with a varying coverage for outpatient and ancillary services.

The treatment program is determined in team meetings. There are two teams on North Belknap I. Each patient admitted is assigned to a team. The psychiatrist and social worker who initially interviewed the patient report on their impressions. The psychiatrist, mental health workers and nurses on the team share responsibility in determining the patient's needs and in planning appropriate care. The treatment plan is then implemented in individual conferences and in groups. North Belknap I has an evening orientation group each day for discussion of milieu issues and treatment expectations. There is a short-term group which meets each evening as well. This is a closed group dealing with personal issues in a therapy setting. The staff utilizes McLean facilities extensively for gym groups, activity groups, breakfast groups, etc. The primary service provided by North Belknap I is initial evaluation, gathering a data base and formulating impressions, which are either dealt with on North Belknap I with a short-term orientation as mentioned, or implemented on another treatment hall.

Student nurses are assigned to the teams, which meet each morning Monday through Friday. The students are on North Belknap I Monday evenings, Tuesday and Friday days. Therefore, they attend team meetings at least twice a week. Each student is responsible for negotiating her own role in these teams with staff and in assuming hall responsibilities such as activity groups, checks, escorts, physicals, etc. Students actively participate in orientation group which meets each evening. As mentioned before, the purpose of this group is for patients to discuss their expectations of hospitalization and the status of the milieu. Students colead this group on Monday evenings. Each student alternates in attending this group to share the experience.

It is a clinical objective that students select at least one patient to form a therapeutic relationship. Some students choose a short-term patient on North Belknap I for this relationship. Ideally, a student should attend an admission interview and then orient the patient to North Belknap I. After going to team meeting where the treatment goals would be determined, the student could follow this patient to another hall after transfer to maintain continuity of care or remain his primary resource should the individual become a short-term patient on North Belknap I. The student is responsible for utilizing staff consistently on his/her units, sharing her interactions and writing notes in the appropriate record. Students following patients to other halls beside North Belknap I, have to be cleared to visit the units by the clinical nurse supervisor on that hall. This is done by the North Belknap I Massachusetts General Hospital instructor before the student can visit the patient.

In addition to the student's involvement in activities on North Belknap I, they have had ongoing learning experiences with a psychologist, nurse after-care specialist, and observation of intake groups from the Outpatient Clinic. Dr. Jan Surry, a psychologist in Partial Hospitalization, has spent an hour each rotation with students discussing the purpose and techniques involved in psychological testing. Miss Joyce Dagnol, after-care coordinator for the Codman cluster, meets with students each rotation to discuss the extended role of the psychiatric nurse and the importance of early discharge planning in considering patient priorities. Students have had the option of observing behind a one-way mirror the development of an intake group over a three-week interval. This group is a part of the evaluation process at the McLean Outpatient Clinic; Dr. Enid Caldwell and Dr. Harry Penn have been the leaders of these groups during the course of this year. These groups have met Tuesday and Wednesday mornings, 9-11 a.m. The contract has been for a limit of three students to observe each group. This contract has been accepted verbally with the group leaders for Massachusetts General Hospital students in the fall. The students have been able to participate actively with intake group staff in documenting group dynamics during their observation of these groups.

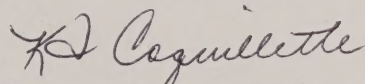
There have been few setbacks to student learning experiences this year on North Belknap I. Half way through the year there was much staff discord over the leadership of the present clinical nurse supervisor. The first of the year brought North Belknap I a new supervisor, Miss Judy Sabol. The staff has been able to interact more comfortably with student nurses since this change. Students attend staff meetings regularly and are sought out as additional resources for feedback in staff and team meetings. Staff have also been more involved in the supervision of students on North Belknap I. Two staff nurses have since the first of the year initiated group meetings with student nurses to discuss clinical issues and update student nurses on patient status. This has been particularly effective in making students initially more comfortable with staff and in increasing their ability to feel of value to the unit which in turn benefited the students' effectiveness in handling hall responsibilities.

The second ongoing difficulty has been the lack of available family contact for student nurses. Families have been available only on a limited basis to students after admission of a patient. This is partly due to the hours of the clinical experience. Students are able to meet patient's families by sitting in on admission interviews and admission family meetings with the unit social workers. This experience, however, does not replace the need for more consistent ongoing family contact for students which remains somewhat of an obstacle. Students have frequent contact with the unit social workers in daily team meetings. It is the student nurses' responsibility to initiate meetings with these social workers to receive necessary feedback on family dynamics. The availability of first-hand family interaction had been a difficulty in clinical placements at McLean Hospital last year on Codman 1 and 3, as well as on Partial Hospital this year. Therefore, this problem is not a difficulty unique to North Belknap I or does it seriously compromise the value of North Belknap I as an appropriate clinical area for Massachusetts General Hospital student nurses.

The advantages of placing Massachusetts General Hospital student nurses on North Belknap I are many. The therapeutic milieu is able to nicely accommodate 3 student nurses each rotation. Miss Sabol has agreed to place four students on North Belknap I if necessary in the fall. There are numerous opportunities for students to become involved with individual patients, to participate in ongoing groups, or to creatively institute new groups on the unit. The staff is quite cooperative in giving the students supervision and in realizing students are on the unit to learn not to provide a service. The combination of a two-day 8-3:30 shift with an evening 2:30 to 9 shift allows for students to see the changes in patient behavior during the day and to realize the importance of considering patient needs after the usual daytime activities. As the other clinical placement, Partial Hospitalization has not been able to offer an ongoing evening experience; the arrangements for the evening experience on North Belknap I were somewhat complex. North Belknap I students have three day experiences per week for the first four weeks of the nine-week rotation. This allows for orientation and adaptation of the students to their role and the nature of the therapeutic milieu. Beginning fifth week of the rotation, students are on North Belknap I on Mondays in the evening and have day shifts as usual Tuesdays and Fridays. This allows for a four-week evening experience. As the North Belknap I instructor is still covering for Partial Hospitalization students Mondays 8-3:30, the North Belknap I students are covered in the evening by the Massachusetts General Hospital instructors available on Proctor House and Codman House from 2:30 to 9. This arrangement has been agreeable to North Belknap I day and evening staff during the course of the year.

The nature of North Belknap I as a therapeutic milieu is very conducive to learning for both beginning and for more advanced student nurses. The amount of structure or freedom to try new more difficult approaches can be easily modified to suit individual student needs. The openness of staff to student participation and their group cohesiveness is a plus. The plans for further implementation of the milieu to accommodate larger number of short-term patients are commendable. As the unit offers an excellent overall picture of basic psychiatric care and types of behavior with an awareness of the value of change and reevaluation, I highly recommend North Belknap I as an ongoing placement for Massachusetts General Hospital student nurses in the fall.

Respectfully submitted,



Katherine T. Coquillette

McLean Hospital
and
Massachusetts General Hospital
Boston, Massachusetts

The McLean Hospital and Massachusetts General Hospital herewith enter into the following agreements relating to the diploma nursing program the Massachusetts General Hospital is sponsoring:

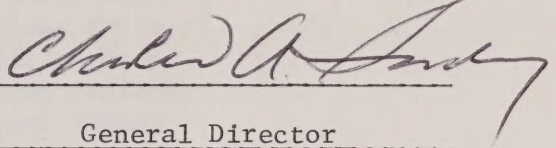
1. The McLean Hospital shall make available to the students selected clinical facilities, including the Hospital libraries, classrooms and conference rooms, to be used for educational purposes. The time periods for orientation and clinical experience during the school year 1979-1980 are as follows:

September 4, 1979 - November 9, 1979;
November 19, 1979 - December 21, 1979 and
January 7, 1980 - February 8, 1980;
February 18, 1980 - April 25, 1980;
May 5, 1980 - July 18, 1980
2. The Massachusetts General Hospital (henceforth referred to as the home hospital) shall assume the responsibility of providing competent instructors who shall be well qualified, registered professional nurses. The ratio of instructors to students shall be approximately one instructor to every eight students or fraction thereof. The home hospital shall also assume the responsibility and supervision for classroom and clinical experiences of the nursing students, augmented by such lectures and demonstrations, if any, as can be arranged by the instructors with professional personnel associated with McLean Hospital.
3. Prior to the educational experience and continuous with it, there shall be close planning between the appropriate hospital nursing staff and the instructors. Conferences shall be arranged, as necessary, for evaluating the learning experiences.
4. The McLean Hospital agrees to provide office space for the instructors and a suitable dressing room for the use of the students. Any charge for such space will be minimal and in mutual agreement between the administrators of the respective hospitals. McLean Hospital also agrees to permit the instructors and students to purchase meals in the Hospital cafeteria at the same rates charged hospital Personnel.

5. In emergency health situations the McLean Hospital shall provide immediate care. The home hospital shall be notified immediately so that the student can be transferred to the required facility.
6. Agreements between the two aforesaid parties will be jointly planned and renewed annually.
7. Either party may terminate the contract upon giving a one year's notice in writing. One year's notice also will be given, in writing, for any major changes in the agreement.

Massachusetts General Hospital

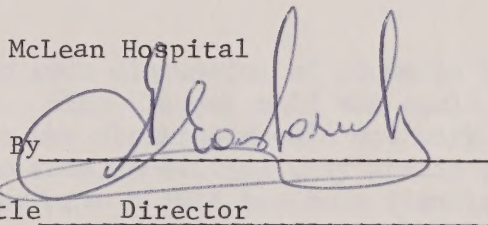
Date 5/8/79

By 

Title General Director

McLean Hospital

Date 6/21/79

By 

Title Director

HS:clc

for your information

The Annual Contract Meeting of the McLean Hospital School of Nursing with the Three Year Basic Affiliating Schools was held on Monday, December 11, 1961, at 2:30 P.M. in the Seminar Room, Higginson House.

PRESIDING:

Mrs. Mildred C. Makin, Assistant Director,
School of Nursing.

ATTENDANCE:

The Children's Hospital
Miss Theresa Hurley
Miss Joan Grindley
The Massachusetts General Hospital
Miss Ruth Sleeper
Miss Katherine Hardiman
Miss Natalie Petzold
McLean Hospital
Miss Margaret Tibbetts
Mrs. Mildred Makin
Mrs. Martha Pride
Miss Lillian Ladd
Miss Helen MacLeod
Mrs. Naomi Tomney

BUSINESS:

I. Contract

A. Student Employment

There was some discussion of students being employed. Miss Sleeper said she could see no reason why students should not work within their own area, providing they are in good health and have a good academic standing. She felt some students have a real financial problem. Miss Hurley said she does not like students to work. She said students seem to like to work here at McLean as they seem to have more free time. Mrs. Pride indicated that distance from town makes a difference in students wanting to work. Miss Hurley stated that not too many Children's Hospital students ask for work at Children's Hospital. She said Children's Hospital senior students can work 8 hours per week and 2nd year students may work 4 hours per week. Mrs. Makin informed the Children's Hospital group that we had not received any notification of this and that the students are not aware that they may work. Miss Hurley said she would clarify this with the Children's Hospital faculty and send us notification and policies.

**B. Notification of Illness
of Student**

Miss Sleeper requested that an addition be made to the Massachusetts General Hospital contract in that the coordinator on call should be notified after 4:00 P.M. weekdays and on weekends. If real urgent, Miss Petzold or she could be contacted.

C. Curriculum

The number of curriculum hours was discussed and Miss Ladd outlined the plan of clinical instruction, indicating that the hours were separate from the classroom hours.

D. Evening Assignments

Miss Sleeper asked if it was possible to reduce the number of evening assignments. It was pointed out that the relief hours are very valuable because the students have more opportunity to work directly with patients and that no student has more than 13 evenings. It was also noted that the students would like more evening assignments, because of the one to one relationship that can be established and the group activities planned for evenings. Two students work two nights, so no student will be oriented on a week-end when Mrs. Tomney, the newly appointed evening clinical instructor, is not on duty. Mrs. Tomney has a half hour conference with every student on evening assignment, each evening she is on. This has proved to be very worthwhile. Miss Sleeper asked if we would consider 10 evenings instead of 12 or 13. Mrs. Makin said she would bring the request to the Nursing Service & School of Nursing Coordinating Group for discussion.

E. Assignments

There was a general discussion of affiliate student assignments. Miss Hurley said that the faculty at Children's Hospital had been discussing the students' experiences at McLean and they felt each student should have assignment to two different halls. She said the official recommendation would come through shortly. She said they all felt it was better for the students to have two experiences, possibly 1 male and 1 female hall. Miss Ladd said we could not guarantee to give both male and female experience. Miss Tibbetts said most psychiatrists like to keep a stable force in order to maintain relationships. Mrs. Makin noted that in the collegiate program each student worked with only one patient for an extended length of time. Mrs. Pride pointed out that there has been a change in psychiatric nursing and the emphasis now is in working in controlled situations. Mrs. Pride said she would like to hear comments from students who did change assignments. It was noted that very often students do not have a feeling of accomplishment when they change assignments.

E. Assignments (cont.)

Mrs. Makin stated that the Children's Hospital faculty had never produced any concrete evidence that substantiated their request. Miss Sleeper said the Mass. General Hospital students do not have to change. She suggested that possibly a study could be made: Mass. General Hospital students would not change assignments and Children's Hospital students would change assignments - then compare the difference. Mrs. Makin felt that we would have to be pretty certain of what we were trying to determine.

II. Philosophy & Objectives

Mrs. Makin said the Philosophy & Objectives of McLean Hospital School of Nursing were not completed yet but she would distribute copies as soon as they were completed. She also stated the Psychiatric Nursing Objectives circulated at the meeting were for the McLean program and would be modified for the affiliate program. Mrs. Makin announced that Miss Garland Lewis was acting as an advisor to the Curriculum Committee.

III. N.L.N. Achievement Tests

Miss Sleeper said the NLN Achievement Tests in Psychiatric Nursing were given to Mass. General Hospital students prior to their affiliation at McLean. These tests may then be compared with the NLN Psychiatric Nursing Achievement Tests administered at McLean.

IV. N.L.N. Visit

Mrs. Makin said that the N.L.N. would be making an accreditation visit to McLean some time after May 1st and that the affiliating schools will receive requests from McLean, for information.

ADJOURNMENT:

The meeting adjourned at 3:50 P.M.

Respectfully submitted,

Mildred C. Makin
Mildred C. Makin, Chairman

Recorder: Phyllis Johnson

TIME & PLACE:

The Annual Contract meeting between Massachusetts General Hospital, Children's Hospital and McLean Hospital School of Nursing was held at McLean Hospital on Monday, December 10, 1962 at 2:00 P.M. in the Seminar Room, School of Nursing.

ATTENDANCE:

Representatives in attendance were as follows:

Miss Sleeper	Mass. General Hospital
Miss Hardiman	Mass. General Hospital
Miss Petzold	Mass. General Hospital
Miss Vesey	Children's Hospital
Miss Trafton	Children's Hospital
Miss Tibbetts	McLean Hospital
Mrs. Makin	McLean Hospital
Miss Behymer	McLean Hospital
Miss Ladd	McLean Hospital
Mrs. Whelan	McLean Hospital
Mr. Mallinson	McLean Hospital
Miss MacLeod	McLean Hospital

1. Change Dates

There was some discussion concerning change dates. Every seven years there is a fourteen week block, thus change dates will be February 25, May 27, August 26, and December 2, 1963. It was noted that there may be a twelve week plan at Boston Lying-in Hospital in August, 1963 or January, 1964. Miss Sleeper said she would prefer to make the change at the beginning of the school year rather than in the middle. It was decided to leave the dates as they are until more definite information is available and then make the changes as necessary.

2. Change Days

There was some discussion relative to the time the students arrive at the affiliating schools on change day. It was felt that they have so much to do trying to get moved they don't seem to grasp much of the information given them that day. It was suggested that the students be free from assignment on that Monday. Miss Sleeper said this shouldn't be a problem at Mass. General Hospital. Miss Vesey said she would check with Boston Lying-in and Peter Bent Brigham.

3. Evening Assignment

As previously agreed, students affiliating at McLean will have no more than ten (10) evening assignments.

4. Breakage

It was agreed to omit the breakage clause from the contract.

5. N.L.N. Tests

It was agreed that McLean Hospital School of Nursing would send a photostatic copy of the N.L.N. Test results to the Mass. General Hospital. They in turn will send McLean the results of the pre-test in psychiatric nursing given to their students, for comparison.

6. Pre-orientation of Students to Psychiatric Affiliation
The McLean instructors said they would be willing to go into the Mass. General Hospital and Children's Hospital for an orientation class for the students prior to their affiliation at McLean. This was most acceptable to both Mass. General Hospital and Children's Hospital representatives.
7. Applications
The psychiatric nursing instructors requested that all applications for affiliation be submitted three weeks in advance of the affiliation date. This will give the instructors time to assign the students and distribute the rotation and schedule two weeks before they arrive.
8. Evaluation Conferences
Miss Hardiman visits McLean before each affiliate group arrives and gives the psychiatric instructors a brief report on the group of students coming to McLean. The Children's Hospital representatives indicated that they would also like to initiate evaluation conferences. The McLean instructors reported that they found these conferences most helpful.
9. Student Time Requests
As the McLean schedules are distributed two weeks in advance, all time requests must be in at least two weeks in advance. These should be limited to special requests.
10. Mass. General Hospital Instructor Teaching at McLean Hospital
It was decided that the contract should contain a statement noting the fact that Mass. General Hospital instructors come to McLean to teach their students, one hour per week.
11. Review of Program
Miss Behymer gave a brief review of the program offered affiliating students at McLean. She said she had developed a pre-test to find out on what level the student is functioning. Miss Vesey said she would like to see these tests. Miss Ladd explained, briefly, the Outline for Planned Clinical Conferences - (each student has at least 3 hours of clinical conferences per week.) Mr. Mallinson explained the Clinical Instruction and Experience Record. Mrs. Makin said that the revised course outlines and supplementary material would be completed by April, 1963. Any suggestions and recommendations would be appreciated.

ADJOURNMENT:

The meeting adjourned at 4:45 P.M.

Respectfully submitted,

Phyllis Johnson
Phyllis Johnson, Secretary
School of Nursing

TIME & PLACE:

The Annual Contract meeting between Massachusetts General Hospital, Children's Hospital and McLean Hospital School of Nursing was held at McLean Hospital on Monday, December 10, 1962 at 2:00 P.M. in the Seminar Room, School of Nursing.

ATTENDANCE:

Representatives in attendance were as follows:

Miss Sleeper	Mass. General Hospital
Miss Hardiman	Mass. General Hospital
Miss Petzold	Mass. General Hospital
Miss Vesey	Children's Hospital
Miss Trafton	Children's Hospital
Miss Tibbetts	McLean Hospital
Mrs. Makin	McLean Hospital
Miss Behrmer	McLean Hospital
Miss Ladd	McLean Hospital
Mrs. Whelan	McLean Hospital
Mr. Mallinson	McLean Hospital
Miss MacLeod	McLean Hospital

1. Change Dates

There was some discussion concerning change dates. Every seven years there is a fourteen week block, thus change dates will be February 25, May 27, August 26, and December 2, 1963. It was noted that there may be a twelve week plan at Boston Lying-in Hospital in August, 1963 or January, 1964. Miss Sleeper said she would prefer to make the change at the beginning of the school year rather than in the middle. It was decided to leave the dates as they are until more definite information is available and then make the changes as necessary.

2. Change Days

There was some discussion relative to the time the students arrive at the affiliating schools on change day. It was felt that they have so much to do trying to get moved they don't seem to grasp much of the information given them that day. It was suggested that the students be free from assignment on that Monday. Miss Sleeper said this shouldn't be a problem at Mass. General Hospital. Miss Vesey said she would check with Boston Lying-in and Peter Bent Brigham.

3. Evening Assignment

As previously agreed, students affiliating at McLean will have no more than ten (10) evening assignments.

4. Breakage

It was agreed to omit the breakage clause from the contract.

5. N.L.N. Tests

It was agreed that McLean Hospital School of Nursing would send a photostatic copy of the N.L.N. Test results to the Mass. General Hospital. They in turn will send McLean the results of the pre-test in psychiatric nursing given to their students, for comparison.

6. Pre-orientation of Students to Psychiatric Affiliation
The McLean instructors said they would be willing to go into the Mass. General Hospital and Children's Hospital for an orientation class for the students prior to their affiliation at McLean. This was most acceptable to both Mass. General Hospital and Children's Hospital representatives.
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The psychiatric nursing instructors requested that all applications for affiliation be submitted three weeks in advance of the affiliation date. This will give the instructors time to assign the students and distribute the rotation and schedule two weeks before they arrive.
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As the McLean schedules are distributed two weeks in advance, all time requests must be in at least two weeks in advance. These should be limited to special requests.
10. Mass. General Hospital Instructor Teaching at McLean Hospital
It was decided that the contract should contain a statement noting the fact that Mass. General Hospital instructors come to McLean to teach their students, one hour per week.
11. Review of Program
Miss Behymer gave a brief review of the program offered affiliating students at McLean. She said she had developed a pre-test to find out on what level the student is functioning. Miss Vesey said she would like to see these tests. Miss Ladd explained, briefly, the Outline for Planned Clinical Conferences - (each student has at least 3 hours of clinical conferences per week.) Mr. Mallinson explained the Clinical Instruction and Experience Record. Mrs. Makin said that the revised course outlines and supplementary material would be completed by April, 1963. Any suggestions and recommendations would be appreciated.

ADJOURNMENT:

The meeting adjourned at 4:45 P.M.

Respectfully submitted,

Phyllis Johnson
Phyllis Johnson, Secretary
School of Nursing

McLEAN HOSPITAL SCHOOL OF NURSING

The Annual Contract meeting of the McLean Hospital School of Nursing with the Three Year Basic Affiliating Schools was held on Friday, May 1, 1964 at 10:30 A.M. in Higginson House.

ATTENDANCE:

- Mass. General Hospital
 - Miss Petzold
 - Miss Hardeman
 - Peter Bent Brigham
 - Miss Farrington
 - Miss Francis
 - Miss Wilkins
- The Children's Hospital
 - Miss Trafton
 - Miss Maher
- McLean Hospital
 - Miss Tibbetts
 - Mrs. Makin
 - Mrs. Noble
 - Miss Ladd
 - Miss Smith
 - Miss Billings
 - Mr. Hartshorn
 - Miss Clemente

Review of Contract

Mrs. Makin reviewed the contract and explained the changes in it.

1. Maintenance

An additional sentence states that students may live at home, without reimbursement, if permission is obtained from the home school; however, a room will be made available to such students.

2. Health Time Allowance

The statement now reads, Time lost from classes or clinical experience because of illness or leave of absence need not be made up, unless in the opinion of the faculty the student has not met course requirements.

Specific criteria for determining the need for a student to remain for further clinical experience has not as yet, been clearly thought through; however, it would seem that it would have to be determined on an individual student basis. If a student misses more than two class days her record is automatically reviewed by the Assistant Director of the School of Nursing. Miss Trafton said that they were trying to set up criteria at Children's Hospital and would be interested in the criteria developed at McLean. The other representatives shared this interest.

3. Hours of Instruction

It was noted that the one hundred and twenty hours of instruction includes both classroom and clinical instruction and is not stated as two separate entities as it was previously.

4. Clinical Experience

- a. Clinical experience is now recorded in hours and during the twelve (12) week period each student will have a maximum of seventy-five (75) hours of clinical orientation and two hundred and eighty-five (285) hours of clinical experience.
- b. An area of significant change was evening assignments. Mrs. Makin stated that the exact number of evening assignments had not been finalized, but probably between 28 and 40 hours of evening assignment may be included in the clinical practice hours to provide student experience in patients' social and educational activities.

Miss Tibbetts asked for the thinking of the group relative to evening assignments. Both Miss Trafton (CH) and Miss Farrington (PBB) felt that evening assignments hold certain educational advantages for the student and would not want to see them eliminated. The final draft of the contract will include the specified number of hours of evening assignments which a student may have.

- c. Miss Clemente, teaching dietitian, reviewed the plan for integrating diet therapy in the clinical assignment. Significant changes centered around the method of case presentation and the elimination of recording dietary experiences.

5. Other Items

- a. Miss Hardeman (MGH) stated that the pre-orientation class held by the McLean instructors with the respective affiliating groups, just prior to the affiliation, was very helpful and was pleased to note that this pre-orientation class was mentioned in the contract.
- b. Miss Francis (PBB) asked if McLean could forward a photostatic copy of the N.L.N. Achievement Test scores to Peter Bent Brigham. Representatives from other schools indicated their interest in receiving a copy of their respective students' scores, even though the results for each individual student is recorded on her summary record. It was agreed that a photostatic copy would be forwarded to each school respectively.

State Board Results

Considerable concern has been expressed about low state board scores in Massachusetts this year, particularly in psychiatric nursing. Mrs. Makin stated that the scores made by McLean students as well as by the affiliating students had dropped considerably this year.

A comparison of N.L.N. achievement scores, pre-nursing test scores, academic and clinical performance scores and state board scores led only to confusion. There appeared to be no consistent pattern that would even begin to explain the reason for the drop.

State Board Results (continued)

Considerable discussion regarding the state boards and the administration of same ensued. It was generally agreed that an analytical review of the program offered in psychiatric nursing would be helpful. Miss Francis stated that she thought more attention needed to be given to the integration of psychiatric nursing principles in the clinical areas in the general hospital.

Evaluation Records, Revised

Miss Smith, Chairman of a special committee to study the evaluation program presented the revised plan and records. The changes were looked upon favorably.

Review of Program

Due to pressure of time, Mrs. Makin gave a brief review of the program and the remainder of the time was devoted to presentation and discussion of interpersonal relationship papers written by students representative of the three affiliating schools. The papers helped to illustrate to the visitors the progress and achievement in learning experiences. Many pertinent questions were entertained.

ADJOURNMENT: The meeting adjourned at 12:30 for lunch. Final adjournment was at 2:30 P.M.

Respectfully submitted,

Phyllis Johnson

Phyllis Johnson, Secretary
for Mildred C. Makin

The Annual Contract Meeting of the McLean Hospital School of Nursing with the Three Year Basic Affiliating Schools was held Thursday, December 9, 1965 from 9:00 A.M. to 4:00 P.M. and Friday, December 10, 1965 from 10:00 A.M. to 3:00 P.M. in Higginson House.

ATTENDANCE:

Massachusetts General Hospital

Miss Sleeper
Miss Petzold
Miss Sherwin

Children's Hospital

Miss Trafton
Mrs. Wilkins
Miss Simard

Peter Bent Brigham Hospital

Miss Farrington
Miss Flynn
Miss McHale
Miss Quinn

McLean Hospital

Miss Tibbetts
Mrs. Makin
Mrs. Battiste
Mr. Bowman
Mrs. Buckman
Mrs. Hart
Mrs. Selby
Mrs. Smith

Guests:

Dr. de Marneffe
Miss Mertz

Miss Tibbetts opened the meeting by welcoming the representatives from the affiliating schools and the guests.

Dr. de Marneffe was introduced and said he was delighted to see the group. He said things were happening in psychiatric nursing and the decision was made to end the diploma program at McLean. He said some of the areas needing thought and consideration were as follows: In what way can the program offered at McLean be helpful to affiliating students; In what way can a student nurse benefit in 12 weeks in her goal of general nurse; To what extent is the affiliate experience suitable preparation for State Boards; How do you prepare a student ahead of time for the psychiatric affiliation.

It was felt that emotional support was needed prior to the psychiatric affiliation because of the young age of the student and the increase in the number of adolescent patients.

Another area mentioned was the rigidity in questions in the psychiatric state boards. Dr. de Marneffe said there was increasing emphasis in structuring experience in education, not service. Miss Farrington said it appeared that the program was evolving toward the college level student. Dr. de Marneffe said that in the study done prior to the decision to phase out the three year diploma program, this was thought about as a positive step toward college level but we will continue with the affiliating program. He said he felt psychiatric nursing was moving in a certain direction and can the parent school use this.

Miss Sleeper said she may have over-emphasized state board results and that her primary interest was in what the student brought out of McLean after her affiliation. She said there seemed to be many emotional problems among the students during, or after, their psychiatric nursing affiliation. It was noted that the trend, now, is away from mechanical duties toward more involvement with the patients. At McLean, the students are free to call Mrs. Makin or an instructor 24 hours a day. It was felt that in order to lessen the trauma when the affiliation ends, that either more preparation is needed before the psychiatric affiliation or more carry-over after the affiliation.

Miss Mertz said the new material looks very exciting and interesting. She said that throughout their education, students should learn to think of the patient as a person and not be hurried by academic work.

Miss Farrington said that most general hospital patients have some emotional problems and a nurse should be able to care for a psychiatric patient in a general hospital.

One question raised was, do shorter affiliations of less depth help students escape anxiety? Miss Sleeper suggested that the three schools could combine and get a grant to study this area. It was felt that more psychiatric principles should be woven into the curriculum from the beginning and not wait until the three month affiliation. Mrs. Wilkins said that she found very few students who were traumatized by their psychiatric nursing affiliation and any that were could usually be detected prior to the affiliation. She said the students seem to be able to use what they learn in psychiatric nursing and find it a positive experience.

Mrs. Buckman said she thought the younger students found it difficult and would prefer to have senior students affiliate. Miss Sleeper said the psychiatric affiliation was purposely placed in the second year so that they could determine if the students were able to use what they learned, in their psychiatric affiliation, during their senior year. Miss Sherwin said that, on occasion, students who have had their psychiatric nursing affiliation have brought students who have not been here before, to visit and meet some of the patients. This seems to be beneficial as the students who visit prior to their affiliation appear to be less anxious.

Mrs. Makin said that, we too, have been concerned about the league scores and that the psychiatric nursing instructors have been meeting three times a week for months, reviewing and revising the total program including the teacher made master examinations.

Mrs. Makin said there were not many changes in the contract. The areas discussed are as follows:

1. The length of the affiliation is 83 days instead of 84 days. Students are free from assignment on Monday. Provision may be made for affiliating students to stay in the residence Sunday night, if necessary.
2. Tuition remains the same, for this year.
3. Health time allowance has been changed to read: Class time must be made up and the student will be held responsible for contacting individual instructors and fulfilling make-up requirements.
 - a. absence from class in excess of 2 consecutive days automatically requires review and evaluation of the individual student's record by the Assistant Director of the School of Nursing.
 - b. absence from clinical experience in excess of 6 days for each 12 week assignment will be evaluated on an individual basis.

4. The hours of instruction have been changed from 120 hours to 116 hours, and the content updated and revised.
5. Clinical experience has been changed to read: During the 12 week period, each student will have approximately 296 hours of clinical experience under the direction of psychiatric nursing instructors. Up to 80 hours of evening assignment may be included in the clinical practice hours, dependent upon learning experience. In addition, approximately 60 hours will be allowed for projects, independent study and group work.

There was some discussion relative to evening experience. It was pointed out that many of the patients are away from the halls during the day, for various reasons, and that the evening hours offer a valuable learning experience because the patients are on the halls in the evening. The students have expressed a desire for more evening experience. While the psychiatric nursing instructors are not on the halls in the evenings, they do feel responsible 24 hours a day and are on call and students do feel free to call them at home, at any time, should the need arise. Also instructors cover for each other, as necessary. Miss Sleeper said that she felt that evening time will have to be used in order to provide adequate experience for students. Miss Farrington pointed out that a patient is ill 24 hours a day and therefore must be cared for during the entire 24 hours, not just during the day.

It was noted that experience records are no longer used.

Termination was changed to read: The aforesaid affiliation may be discontinued by either school at any time upon giving a one years notice in writing.

Notice of Changes in Contract was added and reads: One years notice will be given, in writing, for any major changes in the contract, for example; tuition, maintenance.

Program of Studies - The psychiatric nursing instructors discussed their own respective teaching areas, using the previously distributed revised course outline as a guide. It was explained that nursing process doesn't try to fit the student into a mold but allows him to use his own personality. Concentration is centered on nursing reaction - the use of self. Students have to learn to work with authority figures. They learn to look at their own feelings. Mrs. Hart said that if there are problems when a student returns to her home school it would be helpful for the McLean faculty to be made aware of the nature of these problems. It was felt that the students found it difficult to communicate, with patients, in a general hospital setting, as they had done in the psychiatric hospital setting.

It was suggested that another meeting be held after the first of the year to discuss continuity and carry-over before and after the affiliation in psychiatric nursing.

Miss Mertz gave the group some of her ideas. Basic premise a sick person reacts - the nurse responsible for validating interpretation of impression. Impressions are not always as they seem. The nurse should ask the patient how he is feeling and find out how he feels about the procedure to be done, etc. She said nurses do feel; they do get irritated and when they do, and act sweet, there is a double message and the patient picks it up. The nurse has to learn how to deal with his own reactions. Clinical Supervisors see personnel on all shifts. There will be no head nurses. Not everyone who trains will become a clinical supervisor. Some buildings with two halls may have one clinical supervisor. Another goal is a residency in graduate education in psychiatric nursing.

One person, a coordinator, on each shift, will handle administrative duties. The clinical supervisor is constantly evaluating the tenor of the hall. Personnel are assigned to certain patients depending on the patients and their needs. The nurse deals with the patient in the immediate situation. The nurse must observe the patient's behavior to determine if he is making the patient uncomfortable. Patients look to the clinical supervisor as the leader, once the role is established. During the latter part of the afternoon, the representatives visited several of the clinical areas at which time both staff and patients participated in an overview of the students' orientation to the clinical area and clinical teaching.

On Friday, the psychiatric nursing instructors reviewed the new mid-term and final examinations so that the representatives from the affiliating schools could get an idea of the kinds of questions asked and the rationale behind the questions. The overall grading system was discussed. The changes in the grading policies for the course in psychiatric nursing are as follows:

mid-term exam	}	3/5
final exam		
quizzes -		1/5
assignments -		1/5

Separate grades are given for theory and practice.

Attention was given to progress reports and records but it was felt that this was a big enough area to discuss in a separate meeting. The faculty representatives from Peter Bent Brigham Hospital offered to share their new format for evaluation of student progress.

It was mutually agreed that another meeting would be scheduled early in 1966 to discuss the preparation of the student for a psychiatric affiliation, progress during affiliation and the carry-over and follow-up post affiliation.

The meeting adjourned at approximately 3:00 P.M.

Respectfully submitted,

Phyllis Johnson

Phyllis Johnson, Secretary
for Mildred C. Makin

MASSACHUSETTS GENERAL HOSPITAL
SCHOOL OF NURSING

JOINT MEETING - M.G.H. FACULTY & McLEAN FACULTY

DATE: June 14, 1967
TIME: 2:30 - 4:00 P. M.
PLACE: Walnut Room - PDL - Ruth Sleeper Hall
PRESENT: M.G.H. Faculty - N. Petzold, K. Hardeman, R. Tierney, A. Brady,
D. delBueno, F. Gibbons, M. Franco, H. Mood,
H. Hibbard, H. Sherwin, D. Mahoney, L. Kiely,
A. Cahill, S. Gann, B. Ellsworth, J. Boswell,
A. Walsh, M. Tamminen, M. Keeley, C. Kenney,
J. Goldberg, S. Walker, W. Willis, L. Reid,
D. Hyland, P. Vinal

McLean Faculty - M. Makin, H. Mallinson, R. Saunders, C. Bailey,
S. Bowman, R. Barile, P. Tyran

AGENDA:

- I. The meeting was preceded by a tea in the Faculty Lounge.
- II. Welcome and introduction of both faculties.
- III. Miss Sherwin reviewed the present existing relationship and communication process between faculties in regard to the affiliation of Second Year Massachusetts General Hospital students and McLean Hospital for Psychiatric Experience.
- IV. The main purpose of the meeting was to discuss reactions of M.G.H. students before, during and after their Psychiatric affiliation, and the effects of this on both faculties. Some of the points raised are as follows:
 - A. Students returning from McLean to Pediatrics seem more vocal than other groups.
 - B. McLean instructors find that students have difficulty in participating actively in class and conference and in verbalizing and are not used to a more informal type of approach when they first go to McLean.
 - C. Students in Obstetrics at B.C.H. following their McLean experience seem to be more willing to work at developing good nurse-patient relationships than other groups.
 - D. Mrs. Makin raised the question as to whether the First Year Curriculum is still quite heavy and therefore allows little time for the discussion type of approach. A brief description of some of the changes in Nursing I was given.
 - E. McLean faculty feel that students seem to find it difficult to trust expressing themselves, to instructors, doctors, and staff. The situation at McLean is relatively unstructured. Students are encouraged to be themselves and are expected to act on their own initiative without being told directly what to do.

MASSACHUSETTS GENERAL HOSPITAL
SCHOOL OF NURSING

JOINT MEETING - M.G.H. FACULTY & NOLAN FACULTY

DATE:
TIME:
PLACE:
PRESENT:

June 14, 1967

2:30 - 4:30 P. M.

Meeting Room - FOL - Ruth Elzeper Hall

M.G.H. Faculty - M. Petroski, E. Hardman, R. Tierney, A. Brady,
D. DelBianco, F. Gibbons, M. Francis, N. Wood,
H. Hibbard, M. Shorstein, D. Mahoney, L. Kelly,
A. Cahill, S. Gann, B. Elsworth, J. Bonney,
A. Walsh, M. Tammann, M. Keady, C. Keady,
J. Goldberry, S. Walker, W. Wilkie, L. Reid,
D. Hyland, P. Vinal

Nolan Faculty - M. Makin, R. Mellinson, R. Sawchuk, C. Bailey,
S. Bowman, R. Barlow, P. Tyson

AGENDA:

- I. The meeting was preceded by a tea in the Faculty lounge.
- II. Welcome and introduction of both faculties.
- III. Mrs. Shorstein reviewed the present existing relationship and communication process between faculty in regard to the affiliation of Second Year Massachusetts General Hospital students and Nolan Hospital for Psychiatry Experience.
- IV. The main purpose of the meeting was to discuss reactions of M.G.H. students before, during and after their psychiatric affiliation, and the effects of this on both faculties. Some of the points raised are as follows:
 - A. Students returning from Nolan to Psychiatry seem more vocal than other groups.
 - B. Nolan instructors find that students have difficulty in participating actively in class and conferences and in verbalizing and are not used to a more informal type of approach when they first go to Nolan.
 - C. Students in Psychiatry at M.G.H. following their Nolan nurse-patient relationships than other groups.
 - D. Mrs. Makin raised the question as to whether the First Year Curriculum is still quite heavy and therefore allow little time for the discussion type of approach. A brief description of some of the changes in Nursing I was given.
 - E. Nolan faculty feel that students seem to find it difficult to trust expressing themselves, to instructors, doctors, and staff. The situation at Nolan is relatively unstructured. Students are encouraged to be themselves and are expected to act on their own initiative without being told that they are to

IV. Continued

E. cont'd.

They often find this quite difficult and may take several weeks to adjust.

F. The evaluation process at McLean tends to be more open and informal. Students are encouraged to evaluate the faculty and course in writing.

G. The general problem seems more complicated than merely differences in teaching approach. How can psychiatric, mental health and other nursing principles and concepts be integrated, or should they be? What mutual benefits can be achieved?

H. Process recording of student-patient interactions at McLean was briefly described.

V. The general feeling was that the meeting had been informative and that perhaps future meetings could be arranged to further exchange ideas and information.

Respectfully submitted,
Patricia Vinal
Secretary Pro-tem

DISCUSSION QUESTIONS FOR CONSIDERATION BY FACULTY MEMBERS OF
MASSACHUSETTS GENERAL AND McLEAN HOSPITALS SCHOOLS OF NURSING

AT A MEETING JUNE 14, 1967 2:00 - 4:00 P. M. IN

WALNUT ROOM, PALMER-DAVIS LIBRARY

MASSACHUSETTS GENERAL HOSPITAL SCHOOL OF NURSING

1. What do the McLean teachers consider to be the chief needs of M.G.H. students in making the adjustment to the McLean experience? Which principles or concepts of psychiatric nursing do they find most difficult? Which do they handle or apply with most ease?
2. What do the M.G.H. teachers find that the students bring from the McLean affiliation to their later assignments at M.G.H.?
3. What are some of the factors that make difficult
 - a) the recognition of negative feelings in self and others
 - b) the expression of such feelings
 - c) the acceptance of the expression?

In what ways does the McLean environment facilitate understanding and acceptance of self and others? In what ways does it hinder such understanding?

In what ways does the M.G.H. situation hinder and foster such understanding and acceptance?

4. How can a teacher help a student express her negative feelings constructively toward teachers, doctors, and other authority figures, and toward patients?
5. How can a teacher help a student recognize that a patient is struggling with negative feelings and give him support in expressing them?

McLEAN HOSPITAL SCHOOL OF NURSING

The Annual Contract meeting of the McLean Hospital School of Nursing with the Diploma Affiliating Schools was held on Tuesday, August 22, 1967 at 1:30 P.M. in Miss Mertz office.

ATTENDANCE: Mass. General Hospital
 Miss Petzold
 Miss Sherwin
 Peter Bent Brigham
 Miss McHale
 Miss Murphy
 The Children's Hospital
 Miss Vesey
 Miss Trafton
 McLean Hospital
 Miss Mertz
 Mrs. Makin
 Mrs. Bailey
 Mrs. Hart
 Mr. Mallinson

Review of Contract

Mrs. Makin reviewed the contract for the school year 1967-68 and explained because of the major change in the affiliating program taking place in September 1968 the contract for this year had no changes in it except for the reporting and terminating dates for the respective groups. It was also pointed out that the wearing apparel on the reporting date was optional - street clothes or uniform and that the name pin was required. It was also announced that the final grade would consist of both the averaged classroom and examination grade and the clinical practice grade.

Another meeting is scheduled on Monday, October 23, 1967 at 1:30 P.M. in the School of Nursing, to review the total curriculum and relative aspects of the affiliating program.

It was agreed that the remainder of this meeting would be devoted to discussion of the changes that would occur when the affiliating schools provided their own instructors and assumed responsibility of the classroom and clinical teaching for their respective students.

Attached are copies of the outline of proposed changes and a Statement of Agreement between the respective affiliating school and McLean Hospital. The material discussed at this meeting essentially is contained in the attached material.

In determining the pattern time periods, it was agreed that each school would use the first two weeks of the twelve week period for orientation purposes (McLean and home school); the last eight weeks for clinical experience at McLean Hospital and the last two weeks for integration of psychiatric concepts in the clinical areas of the home hospital.

Notification to Affiliate Schools of
Changes in the Program for 1968-1969

Statements of Agreement will be sent to the Director of each affiliating school accompanied by a letter so that the respective school has a years notice of the major changes.

ADJOURNMENT: The meeting adjourned at 2:45 P.M.

Respectfully submitted,

Mildred C. Makin, R.N.
Mildred C. Makin, R.N.
Assistant Director
School of Nursing

MASSACHUSETTS GENERAL HOSPITAL
SCHOOL OF NURSING

N. Petzold
file

Minutes of Annual Meeting, MGH - McLean Nursing Education Administrator

Date: Thursday, May 9, 1974

Hour: 9 a.m. - 10:45 a.m.

Place: Ruth Sleeper Hall, first-floor conference room

Present: From MGH: N. Petzold, H. Sherwin; from McLean: M. Makin, M. Streff

Purposes of this meeting: 1. To share information about the pending program transition as it will affect the MGH School of Nursing. 2. To consider the annual contract for MGH School of Nursing clinical experience, 1974-1975, in Mental Health Nursing.

1. Miss Petzold explained some of the progress in current exploration for the hospital to become a degree-granting institution and implications for the educational programs conducted by the hospital if this comes to pass. Mrs. Makin and Mrs. Streff expressed interest in offering the use of McLean facilities by the new program in nursing and described some of the changes underway there, as well as evidence of resistance to change.

Discussion by all four present focussed on new attitudes and laws about patients' civil rights and for nurses, including family and individual therapy, and the great variety of short term courses and workshops available to professionals and paraprofessionals. Students in the Boston University Master's program are currently carrying such responsibilities, and recent applicants for teaching positions in Mental Health Nursing indicate this as part of their preparation at the Master's level.

2. Mrs. Streff asked that instructors be reminded of the established channels of communication, to approach the head nurses through her, especially when asking for the use of other halls.

She asked, too, that one of the four MGH instructors be designated as the liaison at McLean for certain communication. Susan McPherson will be that person.

In regard to the current use of specific halls for student assignment, Miss Sherwin reported on the instructors' appreciation and reservations about the halls. MGH instructors are currently investigating the availability of community mental health centers for some students next year in an effort to implement more effectively certain concepts stressed in the classroom. Such exploration is still incomplete. The number of students and the number of halls at McLean to be requested remains uncertain, as does the size of next year's junior class. Miss Sherwin will keep in touch with Mrs. Streff, or with her successor, or with Mrs. Makin.

Changes in the McLean nursing staff and in the MGH faculty anticipated for next year were mentioned.

The contract for 1974-1975, unchanged except for specific dates, is ready for signature by the directors of the two hospitals.

Helen Sherwin
Acting Secretary

N. Petzold

MASSACHUSETTS GENERAL HOSPITAL SCHOOL OF NURSING

Minutes, Annual Contract Meeting

Date: Thursday, June 5, 1975

Hour: 1:30 - 2:45 p.m.

Place: McLean Hospital, Higginson House, office of the Director of Nursing

Present: M. Makin, J. Bruce (McLean), N. Petzold, H. Sherwin (MGH School of Nursing)

Purpose of the Meeting: To review the contract about to be renewed for 1975-1976, and to exchange information about matters of common concern.

- I. The contract: This has yet to be signed by the Director of MGH and the Director of McLean Hospital. The question of student injury or illness has been posed by the Joint Commission on the Accreditation of Hospitals. The point of the question is not clear: At the suggestion of Mr. James Vaccarino, an MGH lawyer, the matter was referred to Mr. Langevin and himself.
- II. Developments during the year at McLean: Mrs. Makin talked about the further development of work with families of patients, which MGH instructors on several floors have welcomed as opportunities for student learning as well as patient care. The goal of emphasis on community and family has been steadily sought.

The halls used at McLean this year have offered good experience to teachers and students. After a year's leave of absence, Mrs. Ratney has returned with a Master's degree and fresh viewpoints. Mrs. Coquillet, though an inexperienced teacher, has done well, demonstrating imagination, confidence, and firmness in her work with students and patients.

The resignation of Susan McPherson, chairman of the course, was announced. A new instructor has yet to be appointed.

The resignation in February 1975, of Mrs. Crouse and her replacement by Mrs. Tarutz presented some problems in orientation for the latter. An ongoing program is underway; weekly conferences of Mrs. McPherson (the course chairman) with Mrs. Tarutz have begun after a conference of Miss Bruce with H. Sherwin, S. McPherson, and two hall supervisors.

The National League for Nursing achievement tests in Psychiatric Nursing have yielded many low scores and percentiles. An attempt to relate these to the McLean halls or to the other two agencies (Human Resource Institute, Bunker Hill Health Center) used this year for the first time in addition to McLean has shown no consistent relation. At the request of Mrs. Makin, H. Sherwin will forward to her and Miss Bruce a copy of the current edition of this test.

- III. Clinical facilities to be used next year: At the moment, it is doubtful whether either or both of the other two agencies used this year for the first time will be used again. The capitation grant which made possible employment of a (parttime) fifth instructor has not yet been renewed, and may not be. The size of next year's junior class is still uncertain. Mrs. Makin again expressed a welcome to MGH SON, and the wish to cooperate in offering experience to MGH students as needed. H. Sherwin will keep Miss Bruce informed about the probable and actual numbers of students promoted at the end of their freshman year (July 18, 1975).

inquiries as requested.

to the MGH School of Nursing program for many years cannot be enumerated.

Acting Secretary

6/26/75

MASSACHUSETTS GENERAL HOSPITAL SCHOOL OF NURSING

Minutes of Meeting Administrative Personnel of the School
and Nursing Administration Personnel, McLean Hospital

Date: Thursday, May 20, 1976

Hour: 11 - 12 noon

Place: Ruth Sleeper Hall, First floor conference room, MGH

Present: McLean: J. Bruce, M. Makin

MGH: N. Petzold, H. Sherwin

Agenda:

Purpose of the meeting: To exchange information about the educational programs of both agencies and about the experience of faculty and students from the MGH School of Nursing at McLean during 1975-1976, and to consider changes possible or desirable in 1977.

This, before the contract for 1976-1977, is prepared and signed.

Discussion:

1. The planned retirement of Mrs. Makin in the year ahead, though desirable for her, is regretted by her associates to whom she has given valiant support for many years. Miss Petzold and Miss Sherwin both spoke warmly of this, and of her assistance to this school, in particular.
2. Mrs. Makin reported that two after-care nurses and one psychopharmacological nurse (who follows up patients on the halls) have been employed at McLean. These are new positions.
Four additional nurses in the outpatient department have been sought, coinciding with a decrease in the number of social service workers.
She referred to the growing trend of faculty members to have joint appointments--that is, with responsibilities both for direct patient care and for education of students of various kinds.
To make possible for employees alternate weekends free, Mrs. Makin has had to employ a number of parttime (24 or 16 hours/week) workers in preference to an equivalent number of (40-hour) fulltime workers.
3. The year 1975-1976 has been unusually successful in terms of effective working relationships for the mental health nursing teachers and students with the staff both at McLean and at Erich Lindemann Mental Health Center. The chairman, Mrs. Ratney (at Lindemann), has been firm yet flexible, and the group of teachers has worked hard.

Miss Bruce reported that the staff on the Proctor halls have repeatedly expressed regret that Mrs. Tarutz is leaving. She has made a real contribution there. The staff in Partial Hospitalization and on North Belknap I have spoken in the same way about Mrs. Coquillette.

4. Progress in the breadth of experiences available to MGH students has been remarkable this year. It is possible that teachers may undertake to conduct some groups next year, with students observing dynamics over a period of weeks. Teachers have welcomed the opportunity to practice these and other skills, at the same time demonstrating by example to students.
5. Halls currently used at McLean: Seven students are currently assigned to Proctor I and II.

Frequently many patients on these halls are markedly regressed, far beyond communication; the student-patient ratio may be inappropriate to the objectives of our course. Since an instructor must be responsible for six or seven students, would it be desirable to use only one Proctor floor, say, for three or four students, and another hall for as many more students with the same instructor? Or would it be advisable not to use Proctor House at all?

Students have had the advantage of involvement on Proctor halls with excellent, creative and imaginative nursing care, under the leadership of Janice Gibeau. Younger patients than the geriatric group are staying on those halls. The composition of Proctor may continue to change markedly.

Other halls: At Upham, changes in treatment modalities (biofeedback) and in patient population are under way. Miss Koppenaal, who recently attended a workshop on biofeedback, is enthusiastic about learning opportunities on that hall.

As she has talked with Miss Bruce and others about the situation on Codman I, response has been wholehearted and productive.

No decisions about student placement could be reached today or were intended. Exploration of student assignment to halls will continue by Miss Bruce and the McLean nursing administration and the instructors.

6. Miss Sherwin will notify Miss Bruce as soon as possible--probably in July--about the exact number of students to be expected at McLean next year in each rotation. (Any figures presented earlier can be only approximate.)

7. Agreement: The contract for 1976-1977 will be changed only in regard to the dates of the periods for student assignment.

8. Rachel (Claudette) Hawke, who will have the Master's degree in psychiatric nursing by the end of the summer, has accepted the appointment to the MGH faculty, succeeding Katherine Coquillette.

Maureen Heafey will return to fulltime status, having completed the Master's requirements at the same time. Both of these teachers have been at Boston University this year. Miss Hawke's experience closely resembles Miss Koppenaal's (Langley-Porter in San Francisco, Human Resource Institute in Brookline) in some ways.

9. Miss Petzold reported briefly on progress of the MGH petition for degree-granting authority. A decision is expected in early June.

Respectfully submitted,

Helen Sherwin
Acting Secretary

HS:pg

Minutes, Annual Contract Meeting with
McLean Hospital Nursing Administration

Date: Wednesday, June 15, 1977

Hour: 10:30-11:30 a.m.

Place: Administration Building, McLean Hospital

Present: R. Hobson, J. Bruce, M. Fitzgerald of McLean; N. Petzold, T. Ratney,
H. Sherwin of Massachusetts General Hospital, School of Nursing.

Purpose of the meeting: To exchange information, review the past year, forecast the year ahead, and to submit the 1977-1978 contract for signature.

Discussion: It is expected that the same three instructors (R. Hawk, M. Heafey, and G. Koppenaal) will return next year to the McLean halls, and the fourth (Mrs. Ratney) to Erich Lindemann Mental Health Center. The MGH-McLean contract specifies a maximum of 8 students to 1 teacher. (This maximum has not been reached for several years, even with the occasional addition of a foreign graduate nurse attempting to meet Board of Registration requirements.)

The question of use of the Gaebler Unit for Children at Metropolitan State Hospital by one teacher has been explored this spring by the MGH instructors, who have, however, decided not to make the changes.

At McLean use of the halls has become more specific than generic, contrary to the trend several years ago. Proctor House, regarded as a geriatric unit, receives patients in their 40's and 50's as well as older people. Currently, Bowditch Two (drug problems) has closed for the summer.

The question of field trips by students to various halls where they are not assigned was raised. Perhaps this might be possible for Bowditch Two (Nancy Valentine, clinical nursing supervisor,). To the same question about the children's unit, where a new instructor has recently been employed, the answer is, no to observation experience, perhaps yes to prearranged contact with Staff working there. In any case, clearance through the usual channels is necessary.

Joan Bruce welcomes the usual list of student assignments to the halls. With a fluctuating census, the number of students a hall can accommodate needs periodic evaluation. Miss Bruce and Miss Fitzgerald briefly reviewed the assignment schedules of the other agencies sending nursing students to McLean for graduate and undergraduate experience.

Communication at all levels between the two agencies appears to have been satisfying and effective.

Miss Petzold briefly reviewed the current state of the degree-granting authority recently granted to MGH by the Board of Higher Education. Even with this approval, the questions of certificate of need and money must be resolved before the proposals for changes in the several educational programs, including nursing, can be implemented. The class entering the current program in September 1977 will need to have the course in Mental Health Nursing in 1978-1979, given four times from September and July.

Four copies of the contract were left at McLean for signature, all to be returned to Miss Petzold.

Helen Sherwin
Acting Secretary

HS:cf
June 22, 1977

MASSACHUSETTS GENERAL HOSPITAL SCHOOL OF NURSING

Minutes of Meeting to Discuss Contract for 1978-1979

Massachusetts General Hospital School of Nursing and McLean Hospital

Date: Monday, June 5, 1978

Hour: 2-3:10 p.m.

Place: Ruth Sleeper Hall First Floor Conference Room (MGH)

Present: R. Hobson and J. Bruce from McLean; N. Petzold, T. Ratney,
and H. Sherwin from MGH School of Nursing

Purposes of the meeting:

1. To exchange information about developments of the school year, 1977-1978, at both institutions.
2. To consider implications of these, and any possible changes for the school year, 1978-1979.
3. To consider the annual contract, 1978-1979.

Discussion:

1. Developments during 1977-1978:

Mrs. Hobson reported that a major change, effective in Fall 1977, was the adoption of a policy not to place new graduates without experience in charge of a hall until three months after employment.

After that period, there is opportunity on a rotating basis for a nurse to be placed in charge for one month. A series of pilot studies indicates that the one-month duration is most effective. (McLean does not have head nurses; except on Proctor I and II it does have clinical nurse supervisors.)

Miss Petzold commented that our school, too, is having difficulty providing leadership experience for senior students; instructors have recommended to the Curriculum Committee that the team leadership experience be discontinued since the MGH floors have largely given up team organization in favor of primary care. The MGH faculty is concerned about offering experiences to develop the skills needed, even though the structure of the system has changed.

About 50% of McLean RN employees are graduates of baccalaureate programs. The nursing staff has been stable, with 5-9 applicants for each RN position. It has for some time been the policy that students are not employed part-time or during summer.

The census at McLean has been heavy. Patients tend to be acutely ill, in need of the security of locked halls and intensive care. Comparatively few other agencies can provide these facilities and care, and it is known that McLean is receptive to the young. Adolescents form 40%, even 60% at times, of the McLean census.

The Children's Center, intended for patients less than 11 years of age, has recently had only one child less than 12 years old. In its 4½ years, it has received only 2 autistic children--whose care is an unmet social problem. Such children tend to be cared for at home, with severe consequences for their families. The care of these children is very long-term and financing their hospitalization is a problem.

1. 1977-1978 continued

The average length of stay tends to be 42-45 days, sometimes less...
About 80% of the patients are from Massachusetts.

Many new approaches have been pursued: Partial hospitalization, outpatient care, development of support systems in the community and the employment of several after-care nurses.

Hope Cottage, a transition to the community, has been in operation since January 1977 as a maintenance facility rather than as a provision for active treatment. It has a minimal staff and only one registered nurse, Ken Davis. It has been so successful that a top priority for fall 1978 is a second similar unit, to include some nurse practitioners for the care of medical-surgical conditions.

Of special concern to the McLean nursing department: Primary care responsibilities for nurses, and leadership to include coordination with other disciplines, community emphasis.

Miss Bruce reported that the number of students on Proctor II had increased on Tuesdays during the Boston University intersession, because BU students in addition to MGH students were on that hall. (Wednesdays and Thursdays are classdays in Boston for the MGH students.) Although the additional numbers of students, apparently presented no problems for the staff, planning will attempt to avoid this.

For the MGH School, Miss Petzold spoke briefly of ongoing efforts, now drastically increased, to plan for implementation of the hospital's legal degree-granting authority. Money, space, and personnel have yet to be found. It does seem probable that the freshman class to enter in September 1978 will be the last in the current program, and smaller than usual, for several reasons.

This class, to be graduated in 1981, will need a course in Mental Health Nursing in 1979-1980!

Miss Petzold stressed that dates of beginning or ending programs have yet to be decided.

Mrs Hobson referred to the school population in Waltham: this year a high school graduating class of 832 and a grade 6 class of 250 (a reflection of population trends which affect college and other admissions.)

2. Prospects for 1978-1979

Two MGH instructors will leave this program at the end of this academic year-- G. Koppenaal and R. Hawk. Marjorie McPhee, a psychiatric nurse clinician who has been teaching first-level nursing at MGH for several years, will succeed R. Hawk; the second replacement has yet to be confirmed. Maureen Heafey, who has been the MGH instructor in the Partial Hospitalization Unit, has discussed with Miss Gibeau and with the MGH teachers her wish to be assigned to the Proctor halls next year.

It seems possible that the number of freshmen entering the junior year in September 1978 may be somewhat smaller than usual.

MGH will probably continue to use the same units at McLean for clinical experience; no major changes in those units are anticipated.

3. Contract for 1978-1979

Miss Petzold gave Mrs. Hobson several (MGH-signed) copies for McLean signature; one copy to be returned to her.

Mrs. Ratney suggested the desirability of including a statement to the effect that McLean could ask a student or an instructor whose performance was unsatisfactory to withdraw from the clinical area. (The contract has for years remained essentially unchanged, and flexible enough actually to meet several contingencies including this one.)

Mrs. Hobson and Miss Bruce will send Miss Petzold xeroxed copies of current McLean contracts with other schools. Since McLean and MGH are parts of the same corporation, their contract has deliberately had a different wording. Perhaps changes for 1979-1980 might be considered.

Helen Sherwin
Acting Secretary

June 8, 1978
HS:cf

N. Petzold

MASSACHUSETTS GENERAL HOSPITAL SCHOOL OF NURSING

Minutes of Annual Meeting to Discuss Contract
McLean Hospital - Massachusetts General Hospital School of Nursing

Date: Monday, June 18, 1979

Time: 9 - 10 a.m.

Place: Administration Building, Office of the Director of Nursing, McLean Hospital

Present: J. Bruce, M. Fitzgerald, R. Hobson of McLean; N. Petzold, T. Ratney, H. Sherwin, of Massachusetts General Hospital School of Nursing

Purpose of the Meeting:

To exchange information about the academic year 1978-1979, plans for 1979-1980, and some projected plans for the future.

Two copies of the contract were left by Miss Petzold for signature by McLean officials. The contract itself is unchanged, except for dates, from those of many years past.

Mrs. Hobson reported that staffing at McLean is far more comfortable now than in the fall, and explained some of the measures taken to achieve this. Services continue to become more acute, with shorter hospital stays and more rapid turnover of patients.

Massachusetts General Hospital teachers next year: Katherine Fennell has resigned; appointment of her successor, an inexperienced teacher with a Master's degree in Psychiatric Nursing, is anticipated. T. Ratney expects to be on leave of absence for doctoral study in the second term 1979-1980, so that only three teachers would function in the clinical area during those two rotations (February 20-July 13, 1980).

Next year's junior class will be much smaller than usual — probably fewer than 19 students in each rotation. Massachusetts General Hospital School of Nursing has withdrawn from the Erich Lindemann Mental Health Center for 1979-1980, so that all students will have their clinical experience in this course at McLean. The number of Massachusetts General Hospital students currently commuting to McLean 3 days each week is 18, 3 students each on 6 halls — Upham, Codman 3, Partial Hospital, North Belknap I, Proctor I, Proctor II.

Although there was some discussion of a possible use of Bowditch by Mrs. Ratney with students for the first two rotations only, the decision finally was to continue the use of the halls mentioned above. Miss Bruce mentioned that Proctor II and North Belknap I could each accommodate 4 instead of 3 students.

In answer to a question about opportunities for student experience with families and patients in the community, Mrs. Hobson mentioned the work by Maurice Vanderpol, in prevention, in several school systems of metropolitan Boston, as of interest but not directly or routinely associated with McLean. She suggested that Partial Hospital, as the sole experience for preservice students, may be too limited for realistic learning. Massachusetts General Hospital instructors had been elated several years ago when their students were received in that unit, and retained in years following as the arrangement seemed satisfactory to all concerned.

Miss Petzold answered several questions about the current state of progress toward implementation of several new education programs to be offered by Massachusetts General Hospital, including the three-year preservice degree program in nursing. Appointment of the provost is about to be made, after which a search for program directors and faculty can be initiated. The target date for admission of the first class is Fall, 1980.

Since this is the last meeting of this kind for the current Massachusetts General Hospital diploma in nursing, the group noted the event in adjourning. The Massachusetts General Hospital representatives thanked the McLean trinity once more for support and cooperation over many years.

Purpose of the Meeting:

To exchange information about the academic year 1979-1980, plans for 1979-1980, and some projected plans for the future.

Two copies of the contract were left by Miss Petzold for signature by McLean officials. The contract listed, except for dates, from those of many years past.

Helen Sherwin
Acting Secretary

June 18, 1979

HS:clc

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Although there was some discussion of a possible use of Fellowship by Mrs. Ratney with students for the first two rotations only, the decision finally was to continue the use of the halls mentioned above. Miss Bruce mentioned that Proctor II and North Belknap I could each accommodate 4 instead of 3 students.

In answer to a question about opportunities for student experience with families and patients in the community, Mrs. Johnson mentioned the work by Monica Vandenberg, in prevention, in several school systems of metropolitan Boston, as of interest but not directly or routinely associated with McLean. She suggested that Partial Hospital as the sole experience for preservice students may be too limited for realistic learning. Massachusetts General Hospital instructors had been cited several years ago when their students were received in that unit, and retained in years following as the arrangement seemed satisfactory to all concerned.

McLEAN HOSPITAL

A division of the MASSACHUSETTS GENERAL HOSPITAL

FRANCIS DE MARNEFFE, M. D., DIRECTOR 855-2101
SHERVERT H. FRAZIER, M. D., PSYCHIATRIST IN CHIEF 855-2201
HENRY J. LANGEVIN, ADMINISTRATOR 855-2104

BELMONT • MASSACHUSETTS 02178
855-2000

MRS. MILDRED C. MAKIN, R.N., ED.M.
DIRECTOR OF NURSING
855-2500

July 15, 1976

JUL 15 1976

Miss Natalie Petzold
Director, School of Nursing
Massachusetts General Hospital
School of Nursing
Boston, Massachusetts 02114

Dear Miss Petzold:

I have been reviewing our past and more recent discussions regarding the proposed nursing program offering a Master of Science degree in nursing. I wish at this time to reaffirm that McLean Hospital would make available to the students in this program selected clinical facilities for experience in psychiatric nursing.

We consider that this program is of mutual interest and value to both the nursing program at Massachusetts General Hospital and to McLean Hospital.

We wish you every success in your future planning.

Sincerely yours,

Mildred C. Makin
Mildred C. Makin, R.N.
Director of Nursing

MCM/cac

August 31, 1965

Miss Margaret C. Tibbetts
Director, School of Nursing
and Nursing Service
McLean Hospital
Belmont, Massachusetts 02178

Dear Miss Tibbetts:

Thank you for your notice about the discontinuance of our hours for teaching History of Nursing. Instead of waiting until the group going to you August 30, 1965 has completed its program to begin the new plan, we would prefer to begin it with this group. This would make our program easier next year because all students in that class would have had the same second year program, and therefore the plan could be the same throughout the year. We would not have a whole series of exceptions to complicate our planning.

We are of course not surprised that the time has come when you suggest this. We liked this contact with the students, but we would be most happy if your program really would develop where the students were made to extend themselves in order to meet the requirements. The program in Psychiatric Nursing for some reason has not stimulated them as much as the programs here at home. This is in part not surprising, but it is surprising when students do so much less well in a new program, and when they do not feel stimulated to study. We have much too long accepted the fact that McLean was the MGH Country Club. If you will make the program stimulating and demanding so the students have to do their best, then we will be all too glad to omit the History. Many thanks for making a new plan.

Sincerely yours,

Ruth Sleeper, R.N.
Director of the School of Nursing
and Nursing Service

RS:BF

August 31, 1965

Miss Margaret C. Tibbatts
Director, School of Nursing
and Nursing Service
McLean Hospital
Belmont, Massachusetts 02178

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Sincerely yours,

Ruth Sleeper, R.N.
Director of the School of Nursing
and Nursing Service

RS:BF

McLEAN HOSPITAL

A division of the MASSACHUSETTS GENERAL HOSPITAL

FRANCIS DE MARNEFFE, M.D., DIRECTOR
ALFRED H. STANTON, M.D., PSYCHIATRIST IN CHIEF
SAMUEL SILVERMAN, M.D., DIRECTOR OF CLINICAL PSYCHIATRY
PAUL M. HOWARD, M.D., ASSOCIATE DIRECTOR OF CLINICAL PSYCHIATRY
JORDI FOLCH-PI, M.D., DIRECTOR OF SCIENTIFIC RESEARCH
HENRY J. LANGEVIN, ADMINISTRATOR

BELMONT • MASSACHUSETTS 02178
484-0700

August 20, 1965

Miss Ruth Sleeper
Director, School of Nursing
and Nursing Service
Massachusetts General Hospital
Fruit Street
Boston, Mass.

Dear Miss Sleeper:

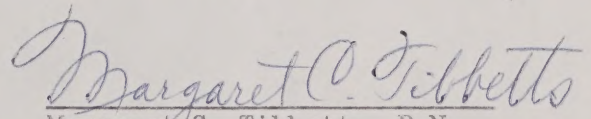
I believe that Mrs. Makin has written to you regarding the proposed contract meeting and work conference. At this time the revised curriculum and methods of implementation will be discussed.

This program will require much more individual preparation on the part of the student, both in the classroom and in the clinical area. In both fairness to the student and to the program, the faculty feels that time can no longer be allotted for a course of instruction outside of the psychiatric curriculum.

With the knowledge that you will need to make other arrangements, we will schedule time for a member of your faculty to teach History of Nursing to the group coming for affiliation August 30, 1965, but not for subsequent groups.

The faculty regrets that they can no longer accomodate the previous arrangement, but are certain that you and your faculty will understand this decision.

Very truly yours,


Margaret C. Tibbetts, R.N.
Director, School of Nursing
and Nursing Service

MCT/pj

February 3, 1977

Mrs. Rose Marie Hobson, R.N.
Director of Nursing
McLean Hospital
Belmont, Massachusetts 02178

Dear Mrs. Hobson:

Congratulations upon your appointment as Director of Nursing. I was also pleased to read the nice article about you in the Waltham News Tribune. We look forward to continuing our valued relationship with McLean Hospital and to working with you and your staff.

Thank you for clarifying for us the policy relative to a student who may be pregnant participating in a psychiatric nursing rotation at McLean. I know that Miss Sherwin has been working with the faculty relative to a pregnant student to whom this policy might apply.

Sincerely yours,

Natalie Petzold, R.N.
Director of the School of Nursing

NP:BF

February 3, 1977

Mrs. Rose Marie Hobson, R.N.
Director of Nursing
McLean Hospital
Belmont, Massachusetts 02178

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Sincerely yours,

Natalie Petzold, R.N.
Director of the School of Nursing

NP:BF

MCLEAN HOSPITAL

A division of the MASSACHUSETTS GENERAL HOSPITAL

FEB 1 1977

FRANCIS DE MARNEFFE, M. D., DIRECTOR 855-2101

SHERVERT H. FRAZIER, M. D., PSYCHIATRIST IN CHIEF 855-2201

HENRY J. LANGEVIN, ADMINISTRATOR 855-2104

BELMONT • MASSACHUSETTS 02178

855-2000

January 31, 1977

Ms. Natalie Petzold, R.N., Director
School of Nursing
Massachusetts General Hospital
Fruit Street
Boston, Massachusetts 02116

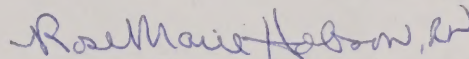
Dear Ms. Petzold:

It was brought to my attention by Ms. Joan Bruce, Coordinator of Nursing Education, that consideration was being given to allowing a nursing student who is pregnant, to participate in a psychiatric nursing rotation at McLean Hospital.

When nursing students begin an affiliation, it is an expectation that they are able to make a commitment to the entire period of the rotation. Many factors may be considered as a deterrent to fulfilling such a commitment - one example would be a nursing student who is pregnant and has a due date which would preclude completing the planned rotation. It is also expected when a nursing student is pregnant that the nursing instructor will provide careful supervision so the student can deal effectively with the patients' reactions.

If you have any questions, please let me know. It is always a pleasure to have MGH students and their instructors at McLean. We look forward to our continued relationship.

Sincerely,



Rose Marie Hobson, R.N.
Director of Nursing

RMH:emd

cc: Ms. Joan Bruce

May 16, 1979

3135

Mrs. Rosemary Hobson
Director of Nursing
McLean Hospital
Belmont, Mass. 02179

Dear Mrs. Hobson:

As we prepare for our annual contract meeting (at McLean this year), on Thursday, June 7, 1979, at nine o'clock, I am aware that the students having their clinical experience at McLean Hospital in 1979-1980 will be the last on the current program to do so. (The present freshman class is, as you know, the last to be admitted to our three-year diploma program.)

This letter constitutes the formal notice in writing required by the last paragraph of our current contract.

We have been grateful to McLean Hospital for many decades of assistance and support. This relationship we have long valued, in the years of affiliation and, more recently, of cooperation and commuting. The good will and high standards developed by Margaret Tibbetts and her predecessors, Hilda Merz, Mildred Makin, yourself, and many others have been deeply appreciated and contributed greatly to our program.

While we shall not have Junior students enrolled in the diploma program after July 1979, we would like to anticipate the negotiation of new contracts and continuing our cooperating relationship for the students to be enrolled in the M.S. degree in Nursing program which is being planned at Massachusetts General Hospital. Mrs. Makin wrote us some years ago of the interest and willingness of McLean to cooperate in the proposed new program in nursing to be established at Massachusetts General Hospital. It is good to think of that as an asset when specific detailed planning for the new program gets under way. We have also valued Joan Bruce's contribution to the Acting Nursing Program Advisory Committee this past year. We believe that the students selected for the program will be able to make positive contributions to nursing and we plan to admit a class of approximately fifty students per year once the program is in full operation. Initially a smaller class of approximately twenty-five students will be admitted.

The Trustees have established September, 1980 as the target date for admitting the first students into the degree granting program. Presently a search is being undertaken for the chief academic administrator for the Education Division (Provost). Subsequently, Program Directors and a corps of faculty will be recruited and appointed. While the details of the curriculum will not be finalized until these appointments are made, we anticipate requesting clinical practicum experiences beginning with the 1980-1981 school year, based on current projections for the curriculum, as follows:

May 16, 1979

Mrs. Rosemary Hobson
Director of Nursing
McLean Hospital
Belmont, Mass. 02179

Dear Mrs. Hobson:

As we prepare for our annual contract meeting (at McLean this year), on Thursday, June 7, 1979, at nine o'clock, I am aware that the students having their clinical experience at McLean Hospital in 1979-1980 will be the last on the current program to do so. (The present freshman class is, as you know, the last to be admitted to our three-year diploma program.)

This letter constitutes the formal notice in writing required by the last paragraph of our current contract.

We have been grateful to McLean Hospital for many decades of assistance and support. This relationship we have long valued, in the years of affiliation and more recently, of cooperation and commuting. The good will and high standards developed by Margaret Tibbette and her predecessors, Mildred Marx, Mildred Makin, yourself, and many others have been deeply appreciated and contributed greatly to our program.

While we shall not have Junior students enrolled in the diploma program after July 1979, we would like to anticipate the negotiation of new contracts and continuing our cooperating relationship for the students to be enrolled in the M.S. degree in Nursing program which is being planned at Massachusetts General Hospital. Mrs. Makin wrote us some years ago of the interest and willingness of McLean to cooperate in the proposed new program in nursing to be established at Massachusetts General Hospital. It is good to think of that as an asset when specific detailed planning for the new program gets under way. We have also valued Joan Bruce's contribution to the Acting Nursing Program Advisory Committee this past year. We believe that the students selected for the program will be able to make positive contributions to nursing and we plan to admit a class of approximately fifty students per year once the program is in full operation. Initially a smaller class of approximately twenty-five students will be admitted.

The Trustees have established September, 1980 as the target date for admitting the first students into the degree granting program. Presently a search is being undertaken for the chief academic administrator for the Education Division (Provost). Subsequently, Program Directors and a corps of faculty will be recruited and appointed. While the details of the curriculum will not be finalized until these appointments are made, we anticipate requesting clinical practicum experiences beginning with the 1980-1981 school year, based on current projections for the curriculum, as follows:

In the proposed curriculum plan, Foundations of Nursing will be a series of integrated courses extending through six terms of fifteen weeks each during the first and second years (3 terms per year). Mental Health Nursing experiences will be requested for students during this portion of the program. The third year will include courses in selected areas of clinical specialization, possibly including Mental Health/Psychiatric Nursing. The maximum number assigned at one time would perhaps be approximately twenty-five students and most likely fewer than this during the first year. While the details still remain to be worked out and confirmed by the faculty who will be appointed, we would be most appreciative if consideration could be given to these anticipated future needs and if space might be tentatively reserved for the September 1980 - September 1981 School year.

As soon as possible, we will provide you with further information including course objectives, more definite dates and numbers of students, number of clinical hours and types of experiences desired.

We look forward to a continuing relationship which is mutually beneficial and remain grateful for the valuable experiences provided for our students over the many years.

Sincerely yours,

Natalie Petzold
Director of the School of Nursing

NP:avp

In the proposed curriculum plan, Foundations of Nursing will be a series of integrated courses extending through six terms of fifteen weeks each during the first and second years (3 terms per year). Mental Health Nursing experiences will be requested for students during this portion of the program. The third year will include courses in selected areas of clinical specialization, possibly including Mental Health/Psychiatric Nursing. The maximum number assigned at one time would perhaps be approximately twenty-five students and most likely fewer than this during the first year. While the details still remain to be worked out and confirmed by the faculty who will be appointed, we would be most appreciative if consideration could be given to these anticipated future needs and if space might be tentatively reserved for the September 1980 - September 1981 school year.

As soon as possible, we will provide you with further information including course objectives, more definite dates and numbers of students, number of clinical hours and types of experiences desired. 1980 will be the last of the current program to be so. (The present freshman class is, as you know, the last to be selected to go to so.) We look forward to a continuing relationship which is mutually beneficial and remain grateful for the valuable experiences provided for our students over the many years. Your comments and the formal notice in writing required by the last paragraph of our current contract.

Sincerely yours,

We have been grateful to Nelson Hospital for many decades of maintenance and support. This relationship we have long valued, in the years of affiliation and more recently, of cooperation and community. The good will and high standards developed by Margaret Tibbets and her previous Directors, Mildred Nelson, and many others have been deeply appreciated by the School of Nursing for many years.

NP:avp

While we shall not have further students enrolled in the diploma program after July 1979, we would like to anticipate the negotiation of new contracts and continue our cooperative relationship for the students to be enrolled in the B.S. degree in Nursing program which is being planned at Massachusetts General Hospital. We begin work on new plans for the diploma and will attempt to negotiate in the proposed new program in nursing to be established at Massachusetts General Hospital. It is good to think of that as an asset when specific details planning for the new program gets under way. We have also valued Joan Brown's contribution to the Adult Nursing Program Advisory Committee this past year. We believe that the students selected for the program will be able to make positive contributions to nursing and we plan to admit a class of approximately fifty students per year since the program is in full operation. Initially a smaller class of approximately twenty-five students will be selected.

The Trustees have established September, 1980 as the target date for admitting the first students into the degree nursing program. Presently a search is being undertaken for the chief academic administrator for the Education Division (Provost). Subsequently, Program Directors and a group of faculty will be recruited and appointed. While the details of the curriculum will not be finalized until these appointments are made, we anticipate negotiating clinical practice agreements beginning with the 1980-1981 school year, based on current projections for the curriculum, as follows:

